



CITY OF LATHROP ANNUAL CHRISTMAS PARADE

GENERAL RULES AND GUIDELINES

ENTRY REQUIREMENTS AND SELECTION:

- **ALL** parade entries **MUST** showcase a Christmas holiday theme
- Entries applicants are all subject to approval by the City of Lathrop Parks and Recreation
- Entries are selected on their entertainment value, uniqueness, size, and appearance
- The parade participants must "family friendly" appropriate to be seen by all ages
- The Parade **will not** be used as a platform for special interests
- Music is encouraged to accompany the entry

ENTRY APPLICATION FORM:

- Entry applications must be received by **November 5**.
- The entry application form must be completed and signed with the understanding of the general rules and guidelines.
- The parade organizers reserve the right to reject any entry at any time.
- Applicants will receive notification of their acceptance within two weeks of receipt.
- Staging instructions will be mailed approximately two weeks prior to the parade.
- The rules and guidelines are for the safety and quality of the parade. Failure to abide by these rules and guidelines and those presented with the parade information package, may result in the entry's removal from the parade.

COMMERCIAL/BUSINESS ENTRIES:

- A fee of \$100.00 is required for commercial/business entries, a fee of \$20.00 for non-profits, schools or individuals (check, made payable to the City of Lathrop) or the business must be part of the Parade Sponsorship Program.
- Parade sponsorship information available with the City of Lathrop.
- A commercial business entry cannot be used as a "major" advertisement (business names may be present on entry or banner).

THIS IS A FORWARD MOTION PARADE:

- All entries are required to maintain a continuous forward motion during the parade and through the judging station. **No stopping for performance.**

NO TOSsing OR DISTRIBUTING HANDOUTS, CANDY OR FAVORS:

- Nothing can be tossed or handed out along the parade route or curbside due to liability policies set forth by the parade insurance company and the City. If entries are spotted tossing items along the parade route they will be asked to stop and may be removed from the parade route.

IDENTIFICATION SIGNS:

- Identification banners are encouraged for entries in the parade.
- Signs must be for identification purpose only.

CANCELLATION POLICY:

- Only a significant act of nature will cancel the parade, of which all units would be notified.
(Parade will step off rain or shine)

- If, for some unforeseen reason, your unit is not able to participate in the parade after being accepted, you must contact the parade staff, prior to the parade date. Refunds will not be given.
- Entries absent on parade day without proper notification may not receive future invitations.

MARCHING MUSICAL UNITS:

- Musical units are requested to perform the one-mile parade route.
- Unit members are required to be in uniform attire.

FLOATS:

- Floats cannot exceed 50 feet in length (including tow vehicle), 13 feet in height (from the ground) and 10 feet wide.
- Float entries must follow the "Parade Float Guidelines" that will be mailed following receipt of the entry application. An amateur float building workshop will be offered in October for all entries.
- All vehicles must be properly insured and drivers must have proper driver's license.

MARCHERS / SPECIALTY UNITS: (Clowns, Color Guards, Drill/Dance/Baton, Scout Groups)

- Units will be considered on their entertainment value or uniqueness.
- Plain clothed marching entries will not be accepted.
- Entries requiring vehicles to carry sound systems must notify parade organizers on the application. Carts or vehicles accompanying the entry must be decorated.
- Drill / Dance routines must be choreographed for forward motion. No stopping for performances.

VEHICLES:

- Vehicles considered for entry must be antique or unique.
- Vehicles permitted in the parade will be restricted in numbers, no more than three car clubs and clubs limited to limited to 6 cars per club.
- **No** commercial or private vehicles are allowed in the parade without prior written approval by the parade staff.
- All vehicles must be properly insured and drivers must have proper driver's license.

EQUESTRIANS:

- No more than 6 horses per entry. No more that three equestrian groups will be accepted in the parade.
- Any animal deemed unsafe in the parade will be removed.
- All animal units must provide their own "clean-up" crew to follow their unit in the parade.
- Equestrian riders should be at least 12 years of age and accompanied by an adult trainer.
- All equestrian entries **MUST** have trainers walking with every two horses.

SPECIAL GUESTS / DIGNITARIES:

- Guests and Dignitaries are by invitation only.

PARTICIPANT AGE RESTRICTIONS:

- Walking participants must be at least six years old or older.
- There must be a least one adult escort for every six children under the age of 13 years.
- Young children riding on a float must have adult supervision on and around them.

AWARDS CEREMONY:

- Awards ceremony will immediately follow the parade at the Judging Stage located on the parade route.
- Awards categories include Walking Group, Auto/Float, Marching Band, Dance Group/Cheer, Miscellaneous.
- Lathrop Parade Committee reserves the right to re-classify entries to ensure equitability of judging.