



2019 PARADE PARTICIPANT RULES & REGULATIONS

I. DEFINITIONS

- a. An ENTRY consists of one registered individual, organization, or business in the parade.
- b. A VEHICLE is a car, truck van, or sport-utility vehicle, and the trailer attached (if applicable).
- c. A FLOAT is a permanent decorate platform that is either towed behind a vehicles or built on a self-propelled vehicles chassis. Floats are designed and constructed for the sole purpose of participating in parades.
- d. A HANDOUT is any item distributed by parade participants to spectators.
- e. STAGING AREA refers Eastbound Park Boulevard and perpendicular side streets between 65th Way North and 58th Street North.
- f. The PARADE ROUTE refers to Eastbound Park Boulevard between 58th Street North (Railroad Crossing) and 40th Street North.
- g. A PARADE SAFETY OFFICER or “PSO” is a member designated by the registering entity that has the sole responsibility of ensuring all rules, regulations, and procedures are followed by the registering entity prior to, during, and after the event.
- h. A PARADE OFFICIAL is anyone that identifies as such and is wearing a fluorescent yellow “Celebrate Pinellas Park, Inc.” polo shirt.

II. REGISTRATION PROCESS

- a. The registration form is online-based and available at www.celebratepinellaspark.com starting September 1st and concluding the Friday before Thanksgiving. Registration forms will not be accepted under any circumstances past the date of conclusion.
- b. Completing a registration form will require some of the following general information:
 - i. Entry name
 - ii. Entry type
 - iii. General knowledge of the entry composition such as number of walkers, ages of walkers, number of vehicles, types of vehicles, and vehicle dimensions.
 - iv. Parade Safety Officer designee (*See Section IV for more information about PSOs*)
 - v. Detailed entry description
 - vi. Detailed description for parade commentators
 - vii. If you do not have this information accurately, you cannot complete the form.
- c. Registration is not complete until the registration fee payment is submitted. The registration fee is based on the type of entry and the month of the registration period in which registration is completed. *See Section III, Sub-section b.*
- d. Registration and participation is not finalized until lineup information is picked up by the designated Parade Safety Officer the week of the parade. Failure to do so will result in the removal of the related entry.

III. REGISTRATION TYPES & FEES

- a. There are three types of parade registrations:
 - i. PRIVATE/NON-PROFIT registrations are for individuals or non-profit organizations.
 - ii. COMMERCIAL registrations are for commercial businesses.
 - iii. MARCHING BAND registration are for marching bands.
 1. All types and disciplines of marching bands are welcome to participate in the parade.
 2. High school marching bands are eligible to receive a \$350.00 travel stipend for their attendance.
 3. High school marching bands are judged on their performance and eligible to receive additional prize monies as follows:
 - a. 1st Place - \$1,500.00
 - b. 2nd Place - \$1,250.00
 - c. 3rd Place - \$1,000.00
- b. The tiered registration fee schedule is as follows:
 - i. PRIVATE/NON-PROFIT registration is \$25.00 during the month of September, \$30.00 during the month of October, and \$35.00 during the month of November.
 - ii. COMMERCIAL registration is \$50.00 during the month of September, \$60.00 during the month of October, and \$70.00 during the month of November.
 - iii. MARCHING BAND registration is free of charge.

IV. PARADE SAFETY OFFICERS

- a. Each entry regardless of size and scope is required to designate a Parade Safety Officer (PSO).
 - i. Exemptions:
 1. Car Club entries
 2. Marching Band entries
 3. Government entries
- b. The designated representative will have the following responsibilities:
 - i. Attend a mandatory PSO meeting on behalf of the represented entry the week of the parade.
 - ii. Ensure all individuals participating within the entry adhere to the rules and regulations set forth by the parade committee.
 - iii. Serve as the primary point of contact for the parade committee.
- c. The PSO will walk along the parade route in the curb lane behind their respective entry during the parade.
- d. The PSO will wear a safety vest that will be provided by the parade committee so that they can be easily identified by parade officials and law enforcement personnel for the duration of the parade should any violation or other matters need to be addressed.

V. GENERAL RULES & REQUIREMENTS

- a. All floats and vehicles must be completely decorated in an appropriate Christmas or Holiday theme. This includes tow vehicles. *See Section I for applicable definitions.*
 - i. Exemptions:
 1. Antique vehicles
 2. Vehicles carrying public officials

- b. Any music or audio played by any entry must be of a Christmas or Holiday theme.
- c. There are float and vehicle limitations based on the type of entry:
 - i. PRIVATE/NON-PROFIT – Four (4) floats or vehicles
 - 1. Car Club – Twenty (20) vehicles
 - ii. COMMERCIAL – Two (2) floats or vehicles
 - iii. MARCHING BANDS – Two (2) floats or vehicles
 - iv. Bicycles, motorcycles, scooters, all-terrain vehicles, side-by-sides, or golf carts are not considered vehicles and are therefore not applicable to the aforementioned limitations.
- d. The registered name of the entry must appear on at least one vehicle within the entry.
- e. Children under eight (8) years of age are not permitted to walk in the parade.
- f. Santa or his likeness may not appear on or within any other entry. This includes Santa masks and beards. Santa “blow ups” or other inanimate props are permitted.
- g. Alcohol onboard any participating vehicle/float or in the possession of any participant is strictly prohibited. Any violation of this policy will result in immediate ejection from the parade, permanent ban of the offending individual, and any applicable legal ramifications deemed appropriate by law enforcement personnel.
- h. All traffic laws set forth in Florida Statutes are still applicable during the parade including those regarding, but not limited to, driver’s license, insurance, and seat belt requirements.

VI. HANDOUTS

- a. Permitted handouts include, but are not limited to: beads, individually wrapped candy, apparel, and soft/inflatable items.
- b. Prohibited handouts include, but are not limited to: paper products, lollipops, coins, and pens/pencils.
- c. All handouts must be approved by the parade committee prior to the event.
- d. Handouts must be thrown underhand from vehicles/floats or tossed to spectators by participants walking along the parade route.
- e. Drivers of vehicles/floats may not distribute handouts along the parade route.
- f. Any participants found to be intentionally throwing handouts carelessly or with the intent to cause injury will result in ejection from the parade.

VII. ANIMAL PARTICIPATION

- a. Participating animals must be noted on the registration form, in good medical health, and capable of coping with the distance of the parade route, crowd, bright lights, and noise from other entries.
- b. Participating animals must be on a lead of some type and under a handler’s control at all times. Animal deemed out of a handler’s control at any time by parade officials will be removed from the parade route.
- c. Due to the nature of the parade and unpredictable conditions, only certified law enforcement horses affiliated with a law enforcement agency are permitted to participate. Horse-drawn entries of any kind are not permitted.

VIII. PARADE LINEUP

- a. Parade lineup begins in the staging area two hours before the parade begins and concludes one half hour before the parade begins.

- i.** When parade lineup ends, the staging area will be closed to vehicles/floats. Any vehicles/floats that have not entered the staging area will be prohibited from doing so at this time.
- b.** By default, all entries will access the staging area via a designated side street(s) provided by the parade committee.
 - i.** Some entries due to their size and/or scope will be assigned a specific side street by the parade committee. This assignment would be communicated directly to the affected entry.
- c.** Assigned lineup positions will be posted on a wooden stake at your designated lineup location.
- d.** The space allocated for an entry to line up will be based on vehicles/floats listed on the registration form being positioned side-by-side in the curb and center lanes in the interest of efficiency. Once the parade begins to move, vehicles/floats will move to the center lane in a single-file formation.
- e.** The median lane must remain clear at all times for other vehicles/floats moving through the staging area to their assigned lineup position.
- f.** In the staging area, single vehicle/float entries accompanied by walkers should position vehicles/floats in the center lane to serve as a buffer for parade traffic moving through the staging area and leaving the curb lane and sidewalk for walkers and other participants to congregate.

IX. DURING THE PARADE

- a.** Once an entry clears the staging area and enters onto the parade route, vehicles/floats are to remain in the center lane and walkers are to remain in the curb lane.
- b.** The median lane must remain clear at all times for parade officials and emergency personnel as needed.
- c.** Vehicles/floats are not permitted to stop at any time and are required to maintain reasonable spacing during the parade.
- d.** The loading or unloading of walkers during the parade is strictly prohibited.
- e.** Parade officials will be stationed along the parade route in previously identified sectors. These officials are there to serve as a resource for PSOs and to monitor entries.