



55th ANNUAL CHILDREN'S CHRISTMAS/HOLIDAYS PARADE

Sponsored by
LOS GATOS LIONS CLUB & LGS RECREATION
IN COOPERATION WITH THE TOWN OF LOS GATOS AND LOS GATOS HIGH SCHOOL

Parade Policies and Procedures

- DATE:** Saturday, DECEMBER 3, 2011 (RAIN OR SHINE)
- TIME:** Parade begins promptly at 11:00 A.M. Please be in place by 9:00 A.M. to avoid losing your assigned position and being placed at the end of the parade. Access streets will be closed by 9:00 A.M. **Large vehicles (trucks, vans and floats) must be in place in the staging area by 7:30 A.M.**
- LOCATION:** Parade begins at the corner of Alameda Ave. and North Santa Cruz Ave., proceeding south along North Santa Cruz Ave. to Main St., east on Main Street, ending at Church St.
- ENTRY FORM DEADLINE:** Deadline to submit an "OFFICIAL ENTRY FORM" is **Monday, October 17, 2011 – not later than 4:00 P.M.** Entries received after the deadline will be put on a waiting list and accommodated only if there is a cancellation.
- ENTRY RESTRICTIONS:** **Each entry is permitted only ONE vehicle due to space limitations in the staging area. TOTAL vehicle length is not to exceed forty (40) feet.**
Limousines (all types and lengths) and Car Clubs are not permitted in the parade.
For any entries with a vehicle, all people riding in or on the vehicle must be visible. All motor vehicles must be driven by a licensed driver.
The Parade Committee has the right to deny entry to any individual or group including those that do not conform to the theme of the parade, are not of interest to children, or violate parade policies and procedures.
- ENTRY NUMBERS:** Your assigned position entry number and additional important information will be mailed Thanksgiving Week to your entry's contact individual. Please do not call for your entry number unless you have not received it by November 28, 2011. You will pick up your Official Entry Number the day of the parade.
- SAFETY:** To avoid any safety hazard, no toys, candy or other materials can be handed out or thrown from your entry. Any entry handing out or throwing items will be removed from the parade.
All entries must conform to the Santa Clara County Fire Marshal Code. Note: Entries may be inspected the morning of the parade, and if they do not conform to the Fire Code, they will be removed from the parade. According to the 1998 California Fire Code, Section 1104 regarding Parade Floats: Decorative material on parade floats shall be noncombustible or flame retardant. Motorized parade floats and towing apparatus shall be provided with a minimum 2-A, 10-B:C-rated portable fire extinguisher readily accessible to the operator. For more information about Fire Code regulations, you may contact the Santa Clara County Fire Department.
Each entry is responsible for their animals, including cleaning up after them. Animals must be controlled and/or restrained at all times.
Each entry is responsible for keeping the staging area clean; anything brought into the staging area must be removed from the staging area. All trash must be disposed of properly in designated containers and/or removed from the staging area.
- NO PARKING & CLOSED STREETS:** There is NO PARKING in the staging area or along the parade route. A map of the staging area and parade route will be sent with your assigned position Entry Number, along with information about street closures.
- JUDGING:** Beginning in 2011, only School Marching Bands and Equestrian Entries will be judged. Representatives of the Pacific Coast Judging Association (PCJA) will judge all Bands. A CSHA Equestrian Parade judge will judge Equestrian Entries. Judging takes place at the judging stand - location to be determined. A parade marshal will indicate the judging area location. PLEASE DO NOT STOP AT THE JUDGING STAND.
- AWARDS:** Information about the awards will be mailed to you with your assigned position Entry Number.
- PARADE THEME:** **Each entry must have a Christmas or Holiday theme to be able to participate in the parade.**
- SANTA:** Only the OFFICIAL PARADE SANTA will be permitted in the parade. PLEASE DO NOT dress anyone in your entry as Santa.
- SPECIAL INSTRUCTIONS/NOTES:** An adult responsible for the entry participating in the parade must sign the Hold Harmless Agreement section of the Official Entry Form.
Your assigned position Entry Number, a map of the staging area and parade route, along with other special instructions will be mailed to you Thanksgiving week.
This is a Parade in motion! **There is NO STOPPING once the parade has begun.** This means that all entries must keep up with the entry ahead of them. If you start to lag, expect a Parade Route Marshal to ask you to keep up.
For Disability Parking and Disability Parade Viewing information call Michelle Varno 408-354-8700 ext. 226. Please note: This is a children's event. Please honor the spirit of the event by keeping it alcohol-free.
- QUESTIONS:** Call Michelle Varno at LGS Recreation 408-354-8700 ext. 226, email: michelle@lgsrecreation.org.