



# Parade Instructions



All parade entries must be decorated in a St. Patrick's Day theme. Examples:

Green streamers, balloons (no releasing into the air), banners

Walkers in costume or themed dress, Shamrocks, Leprechaun, etc

**All Entries please avoid:**

Plain vehicles/trucks/trailers with no decoration

Walkers with no theme, props, or dress

Advertising, flyers, handouts

## CANDY, FLYERS, HANDOUTS

**Candy, flyers, advertising, or any kind of handout is prohibited to be passed/handed/tossed from the Parade route.** Failure to comply will result in forfeiting participation in future parades.

*Under Billings Municipal Code Sec. 24-505, "... it is unlawful for any persons in a parade to throw, cast, or drop candy, trinkets, or any other articles. A violation of this provision shall result in a one hundred dollar fine for each occurrence."*

## PARADE STAGING

**Please follow these instructions very carefully as they've been designed to prevent vehicle congestion in the staging area:**

- **REQUIRED FOR ENTRY:** Please post your **LINE-UP NUMBER** in the front of your parade vehicle. An example of how to do this:

- Get a piece of typing paper 8.5x11" & either print your number in an EXTRA LARGE font size or, write your number on the paper with a bold marker as large as will fit.
- Refer to the provided map of the Staging Area to see your line-up location.
- Refer to the map's key to identify your specific assigned arrival time and entry location.
- Park your parade entry against the curb in the street parking zones.
- Bring a banner or some form of group identification for your entry. This should be done in addition to your parade Line-up number mentioned below.

**At 10:30am the entire parade route will be closed to through traffic and No Parking will be enforced on the route after this.**

## ALL ENTRIES: Drivers & Walking Group Leaders:

**Do not allow a large gap to form between you and the entry ahead of you.**

**Your entry must stay in pace with the entire parade procession.** The Parade is like a train, the cars move together at the same pace (5mph or less). As the parade moves, you must keep close with the group ahead of you; approximately 6 feet between entries. NO STOPPING is permitted during the parade procession \*stopping during the parade will result in forfeiting participation in future parades.

## MOTORCYCLE GROUPS

**Burn-outs and stopping during the parade procession are strictly prohibited.** Motorcycles must help pace the procession.

*\*Burn-outs during the parade can frighten animals participating in the parade and spectators and will result in forfeiting participation in future parades.*

## ANIMAL GROUPS

**ALL groups with live animals (domestic or livestock), must have a designated clean-up crew to sweep up any messes in the staging area as well as following behind during the parade to keep the streets clean.** This is a “No Trace” parade and it is your responsibility to clean up after your animals. Failure to clean-up your animal’s messes will result in forfeiting participation in future parades.

## NON-PARADE VEHICLES

**Only parade entries are permitted to park in the parade line-up/staging area.** Please meet/gather in a designated place outside of the staging area and arrive together to your line-up location on foot. Study the parade Staging zone ahead of time and identify a place to meet near your staging space. Non-parade vehicles: cannot park within the parade staging area.

## BLOCK CAPTAINS

DBA Staff and volunteers will serve as Block Captains at each intersection of the staging area and will be available to help each float find their place. They can help direct any questions to the appropriate persons. Please be kind and courteous as they are volunteering their time to help.

## EXIT INFORMATION

The parade ends at 3rd Ave N & 32nd Street. **After crossing 32nd St. DO NOT SLOW DOWN OR STOP.** The parade is still going on behind you and slowing or stopping on 3<sup>rd</sup> Ave will cause a pile-up of floats and ruin the parade pace. Keep going past N. 32nd St. & you’ll be asked to turn left on N. 34th St. to re-enter the staging area and head back to your initial staging location to re-group, clean-up & allow for group member pick-up.

## FLOAT JUDGING

Float Judging will take place during the Parade at 2nd Ave N. & Broadway. Make sure you display your group name or print and place your line-up number clearly. **Judging categories include:** Best Entry Over-all,, Best Performers, and Best Themed Entry. Winners will be posted on the DBA facebook Page and listed in a news post on the DBA website.



**Please review and re-read the instructions carefully. If you have additional questions not answered above: email [LRichardson@downtownbillings.com](mailto:LRichardson@downtownbillings.com) or call 406-294-5060.**