



PARADE POLICY

- ◆ A Parade Application Form which includes the date, time and route must be submitted to the City of Garden City, Kansas, at least forty-five (45) days prior to the event.
- ◆ Parade Contact Person will need to meet with the City Clerk, Public Works Director, and Police Department representative two weeks prior to the event to review the details of the parade.
- ◆ The parade preparation or parade participant conduct will not impede, obstruct, or interfere with emergency or City operations.
- ◆ The parade will not interfere with another parade, festival, or public event already scheduled.
- ◆ Standard Parade Route (map attached) starts on south Main Street at the Exhibition Building Parking Lot/Isabel Avenue and continues to Main Street to Walnut Street.
- ◆ The initial assembly location will be at the Exhibition Building Parking Lot/Isabel Avenue. The parade line must return to the same location to disband.
- ◆ If you want to choose a different parade route or run location, the City may ask you to share the additional costs to cover the expenses to make your event safe for the public.
- ◆ Morning parades will begin no later than 10:00 a.m. and evening parades no earlier than 5:30 p.m. unless otherwise authorized.
- ◆ No parking is permitted on Main Street in the parking areas between Fulton Street and Spruce Street during the parade. The parking areas will be roped off for morning parades by 7:30 a.m. During evening parades, vehicles parked on the parade route will be roped in.
- ◆ Parade route will be blocked off 15 minutes prior to parade. Parades of short length may not require roping off parking areas along the parade route. The Chief of Police or designee will make the determination.
- ◆ Police Department vehicle must be the first vehicle and the last vehicle in the parade. Additional police vehicles may be utilized in the body of the parade itself, at the discretion of the Chief of Police or his designee.
- ◆ It shall be unlawful, unless directed by a police officer, for a driver of a vehicle to drive between the vehicles, persons, or animals comprising the parade when the parade is in motion. No excessive swerving, power-braking, blowing loud horns will be tolerated. Offenders will be removed.
- ◆ No tracked vehicles or vehicles higher than 17'4" will be permitted in the parade.
- ◆ The Chief of Police or his designee may refuse to allow a particular float, vehicle or other unit to participate in a parade if any such float, vehicle or other unit is deemed unsafe. Floats, vehicles and/or other units of the parade must be safe in both vehicular mobility and in any attachments placed upon them. Persons riding such floats, vehicles or other units must be in positions where they cannot be accidentally thrown or dislodged.
- ◆ There shall be no parade walkers under the age of 10. Children under 10 years of age must be riding on floats, vehicles, or other units. During evening parades, all walkers must wear reflective garments to be seen within the parade route.
- ◆ Candy, prizes, novelty items or any other items shall not be thrown or given out from a vehicle, stopped or moving, while in a parade or procession. However, it is permissible for parade participants to walk along the route and hand candy or other items to parade watchers.
- ◆ Animals within the parade must be ridden or leashed. No free roaming animals are allowed within the parade route.
- ◆ Parade Contact Person will be responsible for all parade entries as well as the removal of any and all animal debris.

