



United Veterans of Doylestown Memorial Day 2017 Parade Rules and Guidelines

Purpose:

- The Doylestown Memorial Day Parade is conducted annually under the auspices of the United Veterans of Doylestown for the sole purpose of honoring those American veterans whose sacrifices in the defense of our nation and its democratic ideals are responsible for the freedoms we enjoy today.

Organization and Administration:

- Compliance with the United Veterans of Doylestown Parade Rules and Guidelines is mandatory.
- Parade entry registration shall only be accepted in writing, via a completed Official 2017 Parade Entry Registration Form.
 - The entry deadline is 5:00 PM, May 5, 2017.
 - There will be a maximum of 80 parade units.
 - Approved entries will be on a first come basis.
 - Each unit must name one coordinator as the point of contact between the Parade Marshal and your organization.
 - The coordinator shall be responsible for the conduct of all its participants and agrees to notify all its participants of these rules and regulations.
 - There will be a **mandatory meeting** for all organizations' coordinators on Thursday, May 11, 2017 at 7:00 PM. The meeting will be held at the American Legion Hall located at 315 North Street in Doylestown.
 - Final instructions and the unit positions in the parade will be distributed at this meeting.
- Parade line-up and staging will begin at 8:00 am, May 29, 2017 at the intersection of Memorial Drive and McFarlane Street. All entries must be in position by 9:45 AM. The only entry to the staging area is from the intersection of Memorial Drive and McFarlane Street.
- All units (entries) must check-in upon arrival with the Parade Marshal and be directed to their assigned staging area. All units (entries) must keep a representative with the entry at all times within the assigned staging area.
- The parade will begin promptly at 10:00 AM.
- Parade participants are expected to conduct themselves in a courteous manner.
- All entries shall be in good taste and suitable for a family entertainment event.
- The Parade Marshal has the authority to remove any unit (entry) causing a delay, violating official parade rules, failing to cooperate or deemed inappropriate of this community celebration.

- The use prior to and/or possession during the parade of any alcoholic beverage, by any unit/entry member, is strictly forbidden.
- Participants riding in vehicles or trailers must provide their own vehicles and drivers. Insurance and liability are required and are the sole responsibility of participants.
- The failure to follow the Parade Rules and Guidelines may result in your entry not being permitted to participate in this parade and your group/unit will not be invited to participate in the future.

Execution:

- The Parade will be held dependent upon the participation of the Central Bucks School District bands.
- In keeping with the spirit of the parade's purpose to honor deceased veterans, parade participants are strictly prohibited from participating in any form of political campaigning. This includes signs, advertising, political campaign literature or promotional materials during the parade.
- The provisions of our parade insurance contract dictate the following safety precautions:
 - There shall be no contact between moving vehicles, persons on moving vehicles, or parade participants and spectators.
 - There shall be no collection of donations by any unit during the parade
 - **There shall be no throwing of candy or other items from any parade unit to the spectators.**
 - Riding participants shall not jump off and back on units/entries while the parade is in progress.
 - At least one adult must accompany all minors in a parade unit
- The Parade Marshal will assign the position of each unit in the parade. Positions may be revised on the day of the parade at the discretion of the Parade Marshal. Under no circumstances shall any participant, unit or entry move to a different position within the parade line-up, before or during the parade, except under the direction of the Parade Marshal.
- The parade will be forward motion only. **There shall be no stopping (for performances, demonstrations, exercises, etc.) or backward movement by any person or unit in the parade.**
- All parade units shall maintain a distance of approximately 50 feet from the preceding unit. All units shall maintain their speed and position throughout the parade.
- All members of a parade unit must stay with that unit. There shall be no commingling or interfering with another unit in the parade.

- Animals in the parade must be listed on the application. All animals must have updated vaccinations and be in good medical health and be able to cope with crowds and other animals. The United Veterans of Doylestown or the Borough of Doylestown will not be responsible for cleaning up after the animal. The participant will be responsible for the immediate clean up after the animal.
- For those entries that are permitted to play music, the sound level must not exceed a reasonable level. Your organization's music must not be so loud that it interferes with other parade entries.

Banners/signs/placards/etc:

- Walking units shall be limited to one identification banner to be carried at the unit's front.
- Banners shall be no larger than 3 feet high and 8 feet wide and **shall be limited to containing the name of the organization and messages relating to Memorial Day.**
- **There shall be no advertising of any type.**
- **There shall be no political campaigning or messages in support of candidates for public office.**

Vehicles:

- All vehicles in the parade must have insurance as required by the State of Pennsylvania.
- Each driver must possess a valid driver's license and valid registration for the operation of the vehicle.
- All vehicles must have valid state inspections.
- All floats and trailers must use safety chains.
- All props on floats and trailers must be properly secured, braced, or tied down to prevent movement.
- All floats and trailers must provide adequate safety measures for all riders

Questions on these rules and guidelines should be directed to the United Veterans of Doylestown Parade Marshal, Chris Suessenguth.

Phone: 267-408-0011

E-mail: unitedveteransofdoylestown@gmail.com