



122 Madison Street  
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[www.kwfair.org](http://www.kwfair.org)

## PARADE POLICIES AND PROCEDURES 2023 KING WILLIAM FAIR

GENERAL GUIDELINES: Assembly area, time, map, and final instructions will be distributed at the mandatory meeting on **Saturday, April 15, 2023, from 10:00 a.m. – 11:30 a.m. at St. Joseph’s Hall, 420 E César E. Chávez Blvd.** The Chief Parade Wrangler reserves the right to make final decisions in all matters pertaining to the Parade. Please comply promptly with all requests of Parade Wranglers/Marshals. The Chief Parade Wrangler or designee reserve the right to remove any entrant not conforming to these Policies & Procedures or refusing to follow instructions of police or Parade officials prior to assembly, at assembly, or any time during the Parade. The Parade is a “Rain or Shine” event.

1. No smoking on the grounds of Brackenridge High School or along the Parade route. **NO EXCEPTIONS.**
2. Alcoholic beverages and other controlled substances are forbidden by any entrant before or during the Parade. Participants consuming alcohol prior to or during the Parade are subject to removal.
3. No bottles/glass containers in any entry/carried by any participant. **NO EXCEPTIONS.** Violators will be asked to step out of the Parade.
4. The Parade will begin at 9:00 a.m. sharp. Any unit not in formation by 8:15 a.m. may be excluded.
5. Entries must line up in your assigned space. You may be re-assigned to a different space. However, under **NO** circumstance may you pick your own spot.
6. All units are asked to carry an identification banner and display it at all times.
7. **NO** confetti of any type, regardless of method of delivery. Violation of this rule will result in immediate expulsion from the Parade.
8. No use of the "liquid string," "silly string," or "super string", the small explosive devices commonly known as "snappers," "throw downs," and "pop pops," confetti guns/cannons, or glass containers/bottles.
9. No paper handouts, advertising, coupons, etc.
10. **VEHICLES/DRIVERS:** Length limit: 21', height limit: 10', width limit: 10' for all vehicles. No exceptions. Minimum of 2 adult spotters (one at each side) for each vehicle. A valid Driver's License is **MANDATORY** and will be checked. Vehicles must be attended or locked while in the lineup area. Only Parade vehicles are allowed in lineup area. All vehicles must have good brakes and provide 180° driver vision. Vehicle insurance is mandatory and is the responsibility of the entrant. Vehicle Units **MUST** provide or purchase current liability insurance listing the King William Association and The Fiesta Commission as additional named insured. All

riders must wear safety belts or have strong handholds.

11. Each participant in your unit must submit a signed waiver form if your application is accepted. The waiver form (online and hard copy versions) will be sent with your notification of acceptance email.
12. EQUESTRIAN UNITS: All horses must be in the control of the rider at all times. The Parade Committee will remove from the parade any horse or rider deemed unsafe to other riders or spectators. All horse carriages must have poop bags attached. Equestrian Units MUST provide or purchase current liability insurance listing the King William Association and The Fiesta Commission as additional named insured.
13. FORWARD MOTION MUST BE MAINTAINED BY ALL UNITS DURING THE PARADE. THERE IS NO STOPPING TO PERFORM. IF THE PARADE HALTS, PERFORMERS MUST BE READY TO CONTINUE IMMEDIATELY WITHOUT DELAY. IF THIS RULE IS NOT HONORED BY EVERY PARTICIPANT IN YOUR PARADE ENTRY, IT MAY BE GROUNDS FOR ENTRY DENIAL NEXT YEAR.
14. All participants are required to close the gap between units. Normal intervals should be approximately 10 feet. Please be sure your unit leader is aware of this regulation.
15. City regulations forbid the throwing/tossing of samples, fruit, candy, or gifts of any kind. Walking participants may distribute such items by handing them out. Violators are subject to removal from the Parade and denial of future entry.
16. No advertising materials are to be handed out along the parade route. Any entry found doing so may be denied entry in next year's event.
17. There will be no political or religious advertising by parade participants while on the parade route, forming or disbanding areas. Anyone violating this policy will be asked to leave by Parade Wranglers/Marshals or their designee.
18. Elected officials who represent the King William Historic District may be allowed to participate in the parade and will be invited by King William Fair officials. Candidates for office will not be allowed to participate unless they currently hold office.
19. No dismounting from a moving vehicle. Participants are asked not to mingle with or accost parade route spectators.
20. Public address systems are allowed for music purposes only and must not interfere with other units.
21. Again, always follow the instructions of the Parade Wranglers/Marshals or the police/sheriffs.

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Name of Organization

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Date

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Signature of Contact

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Printed Name of Contact

*This form must be signed and on file in order to participate. Keep a copy for your records.*