



PARTICIPANT PARADE DAY INSTRUCTIONS - Tuesday, December 4, 2018- 7:00 p.m.

1. The parade will begin at the intersection of the Boulevard and Temple Ave., and will proceed south to the Colonial Heights Courthouse (550 Boulevard) where the parade will conclude.
2. The parade staging areas are located at the Rent-E-Quip parking lot located at 2600 Boulevard, the Lakeview Elementary ballfields (401 Taswell Ave.), Snead Ave. behind Johnson's Cleaner's and adjacent businesses, and several streets that intersect the Boulevard - SEE PARADE LINEUP FORM. Parade participants may be dropped off, but **NO** parking is permitted at the staging areas.
3. Staging will begin at 1:00 p.m. ALL LARGE VEHICLES AND FLOATS MUST BE STAGED BY 4:00 P.M.
4. **Please be prompt** - tardiness may cost your participation in the parade. Participants should arrive between 4:00 p.m. and 5:30 p.m. **Non-parade vehicles are NOT allowed to drive to their groups staging space at Rent-E-Quip. A designated parking area will be available for drivers to park, walk participants to their appropriate, space and quickly depart. ALL NON-PARADE PARTICIPANTS MUST BE OUT OF THE STAGING AREAS BY 6:00 P.M.**
5. Parade volunteers will escort units from your staging area to Temple Ave. beginning at 6:00 p.m. The parade will begin promptly at 7:00 p.m.
6. ALL UNITS SHOULD PROCEED ALONG THE PARADE ROUTE USING A WALKING PACE. UNITS MUST KEEP MOVING AT ALL TIMES. Please remember that unless directed by Parade Officials or a Police Officer there is to be NO STOPPING.
7. Candy may be handed, but not thrown, to parade spectators. Business or organization flyers, cards, etc., may be handed to those interested only, and with preapproval from Recreation & Parks staff.
8. The judge's review area is located at the Colonial Heights Police Department –the corner of the Boulevard and James Ave. Be sure to show your holiday spirit to the judges! Prize winners will be notified by phone. Prizes will be awarded at a future City Council Meeting.
9. The Parade is essentially a **RAIN OR SHINE** event. Dress warm, be safe and have fun!
10. Volunteers will be on-hand at the Colonial Heights Courthouse to direct units for "**Quick Unloading**". Once you have quickly unloaded, you must move your unit from the courthouse so that others may unload.
11. It is your responsibility to arrange the pick-up of all float riders, band members, etc. from the disband area located at the courthouse. **Other than parade units, NO vehicles are permitted on the courthouse property – unauthorized vehicles will be towed.** Parents and drivers may park in the surrounding neighborhoods and walk to the courthouse to pick-up parade participants.

Directions for Participant Pick-up: Beginning at approximately 6:15 p.m., the Boulevard will be temporarily closed from Lakeview Ave. to Hamilton Ave. Both north bound lanes along the Boulevard starting at Temple Ave. will remain open to traffic. Once the last parade unit has passed Temple Ave., all lanes on the Boulevard will reopen from Lakeview Ave. to Temple Ave. The remaining lanes on the Boulevard will be reopened from Temple Avenue to Hamilton Avenue by public safety officials upon the conclusion of the parade and as determined to be allowable for safe vehicular passage.

Access to the courthouse neighborhoods is best achieved by following Conduit Rd. north. After passing Colonial Heights Middle School, turn right on Ivey Ave. Follow Ivey Ave. and turn left on Cameron Ave. Follow Cameron Ave. to the Boulevard and turn right. The Courthouse is located two blocks north – parking is permitted in the area neighborhoods.