



**2020 KING WILLIAM FAIR  
PARADE POLICIES AND PROCEDURES**

**GENERAL GUIDELINES:** Lineup location, time, map, and final instructions will be distributed at the **mandatory meeting** on Wednesday, March 25, 2020, from 6:00 p.m. – 7:30 p.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, in the Parade lineup area, along the Parade route, and in the Fair Zone. **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 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.
8. No paper handouts, advertising, coupons, etc.
9. **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 insureds.** All riders must wear safety belts or have strong handholds.
10. 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.
11. **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 insureds.**
12. **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.**
13. 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.
14. 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.
15. 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.
16. No dismounting from a moving vehicle. Participants are asked not to mingle with or accost parade route spectators.
17. Public address systems are allowed for music purposes only and must not interfere with other units.
18. The King William Association's Executive Director is the official spokesperson for the Fair and Parade. In the event of any incident that may occur on the Parade Route, in the Fair Zone, and/or is related to this event, please do not discuss any details with the media or anyone else. It is always correct to say, "I do not have the authority to answer your questions" or "no comment," and to refer all inquiries to our Executive Director. You could be subpoenaed to court because of what you say.
19. Again, always follow the instructions of the Parade Wranglers/Marshals or the police/sheriffs.

Printed Name of Business, Organization or School

Date

Contact Person Signature

Contact Person Printed Name

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