



# Town of Jaffrey, NH 250<sup>th</sup> Celebration

## 2023 PARADE PARTICIPANT POLICY

Saturday, August 19, 2023 at 10:00 AM

All entries must have theme-appropriate decorations to participate.  
Only one vehicle per float – no additional vehicles are allowed without committee approval.

Representatives from groups marching and or participating in the parade must be familiar with all updates to the Parade Participant Policy. We need your help in making sure everyone understands the arrival times, parking information, drop-off & pick-up recommendations, safety issues and rules.

### GENERAL PARADE RULES

- Walking, driving, bike riding, skate boarding, dancing and general merriment allowed.
- Smoking, alcoholic beverages, controlled substances, firearms, mopeds, motorized scooters, mini-bikes, Segway's, and 4 wheelers are prohibited.
- Bicyclists & non-motorized scooter riders must wear a helmet.
- Equestrian units may not be left unattended, and must be followed by a clean-up crew.
- Children under 12 years of age must have adult supervision before, during and at the end of the parade. State law also requires there be at least one adult for every four children riding on a float.
- All vehicle operators must possess a valid driver's license and registration for the vehicle.
- Each entry application has a maximum of 3 vehicles.

### FLOATS (Mandatory Float Safety Meeting: Date to be determined in June)

No floats or towed trailers with wheels protruding beyond the footprint of the float platform will be allowed. No exposed wheels. Fenders are not sufficient. Be sure your float includes a platform that extends out farther than the wheels. If you have questions, call 603-532-6521 Highway Superintendent Todd Croteau.

- The Jaffrey 250<sup>th</sup> Parade Committee and Town Staff reserve the right to disallow inappropriate or unsafe entries to ensure the safety of all participants and spectators.
- Unregistered entries will not be allowed to participate in the parade.
- Wrapped candy may be handed out by on-foot parade participants only. No throwing candy from floats.
- In the interest of limiting trash on Jaffrey's streets and sidewalks, the distribution of brochures or literature is not allowed along the parade route.
- Floats shall be no more than 13 feet high from the ground and 9 feet wide.
- Judging begins at 9:30am.
- Parades starts at 10:00am.

- Parade “Review Stand” is located at Jaffrey Chamber Parking Lot.
- Portable generators must be securely mounted. Floats should be constructed with fire-resistant and/or fire-retardant materials and must carry on all-purpose type ABC, 5-lb. fire extinguisher within reach of the driver. No open flames are permitted.
- At least one adult, other than the driver must supervise children riding on vehicles and have a reasonable means of immediate communication with the driver. There “shall not be less than one adult per every 4 children and sufficient to ensure each child is visible to a supervising adult,” per RSA 265:108-a.
- All participants on floats must be seated with a substantial barrier in front of them; sitting on the edge of the vehicle/float with arms and legs hanging off is prohibited.
- Standing participants must wear a safety belt to prevent falls from the float or vehicle.
- The name of the float-sponsoring organization or individual must be visible to the crowd. Commercially sponsored floats must promote the parade theme and not emphasize commerce.
- **For Float Meeting, please submit the following three (3) items (please bring copies for us to file):**
  1. Pictures or schematics of float (if pulling a trailer—photos must show that wheels are not exposed).
  2. Proof of registration & insurance for trailer.
  3. Copy of the driver’s license of the driver of the float unit. All drivers will be re-checked on parade morning.

**LIABILITY RELEASE**

- Applicants assume all responsibility for any loss or damage in connection with their participation in the parade. The Town of Jaffrey will not be liable for any damage, theft, loss of property, or injury.
- Any person operating a vehicle without following all safety precautions listed above shall be guilty of a violation, and shall be subject to the following fines per RSA 265:108a:
  - i. \$50 for a first offense.
  - ii. \$100 for a second or subsequent offense.
- The Town of Jaffrey reserves the right to remove any entry where safety measures are, in the opinion of Town staff, inadequate and also the right to disqualify any entry for failure to abide by safety regulations.
- The ultimate responsibility for safety lies with each parade participant. Participants must comply with these rules and follow all other applicable government laws and regulations, manufacturer’s recommendations, and similar standards necessary to safely operate vehicles, floats and equipment.
- Any float or vehicle in the parade found to be in violation of any of the foregoing shall be removed from the parade. Individuals riding in the vehicles or on the floats will be allowed to continue in the parade by walking.

## **ROUTE**

- For parade participants, the parade line up locations will be Conant High School Parking Lot, Stratton Road and Humiston Field parking lot. Approximately one-week prior to the parade, all participants will be notified of their exact street line up location.
- The parade route officially begins at **3 Conant Way and proceeds down Stratton Road to Main Street to Saint Patrick Church (see enclosed map).**
- Vehicles are not allowed to park along the parade route and will be towed at the owner's expense. Spectators line the route to watch the parade.
- All entries must check in with staff wearing high visibility vests.
- No float or vehicle may be left unattended while waiting for the parade to begin.
- The award judging will take place prior to the start of the parade at 10:00am.
- All vehicle operators must possess the proper driver's license and registration for the vehicle. Police will check prior to step off of the parade.

## **BEGINNING & END**

Beginning: Everyone must be in place by 9:30 am. Parade Units will line up at their assigned locations at Conant High School or along Stratton Road. Parade volunteers are on-site to provide direction and support. Please note – arrival times are important to uphold so the parade can run smoothly.

End: The Saint Patrick Parking Lot has been designated as the end of the parade for units to breakdown and arrange for pickups.

## **WEATHER**

In the event of severe weather, the parade may be cancelled. All weather-related notices will be posted on the social media pages listed on page 4. Parade status information may also be obtained by calling (603) 532-6521.

## **AWARDS**

Judging for the awards is done at the line-up/staging area of the parade. Winners will be announced as they proceed down Main Street.

Judging categories follow:

1. Best family float.
2. Best business float.
3. Best non-profit float.
4. Other categories deemed appropriate by the Jaffrey 250<sup>th</sup> Parade Committee.

## **WITHDRAWAL FROM PARADE**

Please be courteous and call or email to let us know: PH# 603-532-7863.

Email: [jkohlmorgen@townofjaffrey.com](mailto:jkohlmorgen@townofjaffrey.com)

## **SOCIAL MEDIA**

Facebook: Jaffrey Parks and Recreation; Jaffrey 250

Website: [www.townofjaffrey.com](http://www.townofjaffrey.com); [www.jaffrey250.com](http://www.jaffrey250.com).

## **IMPORTANT DEADLINES**

*JUNE 16, 2023* - Application deadline for floats, flatbed trailers and towed trailers is June 16<sup>th</sup>.

- Safety Meeting: TBD (last week of July) for load entries and entries carrying someone outside vehicle cab. See special rules for floats/towed trailers.

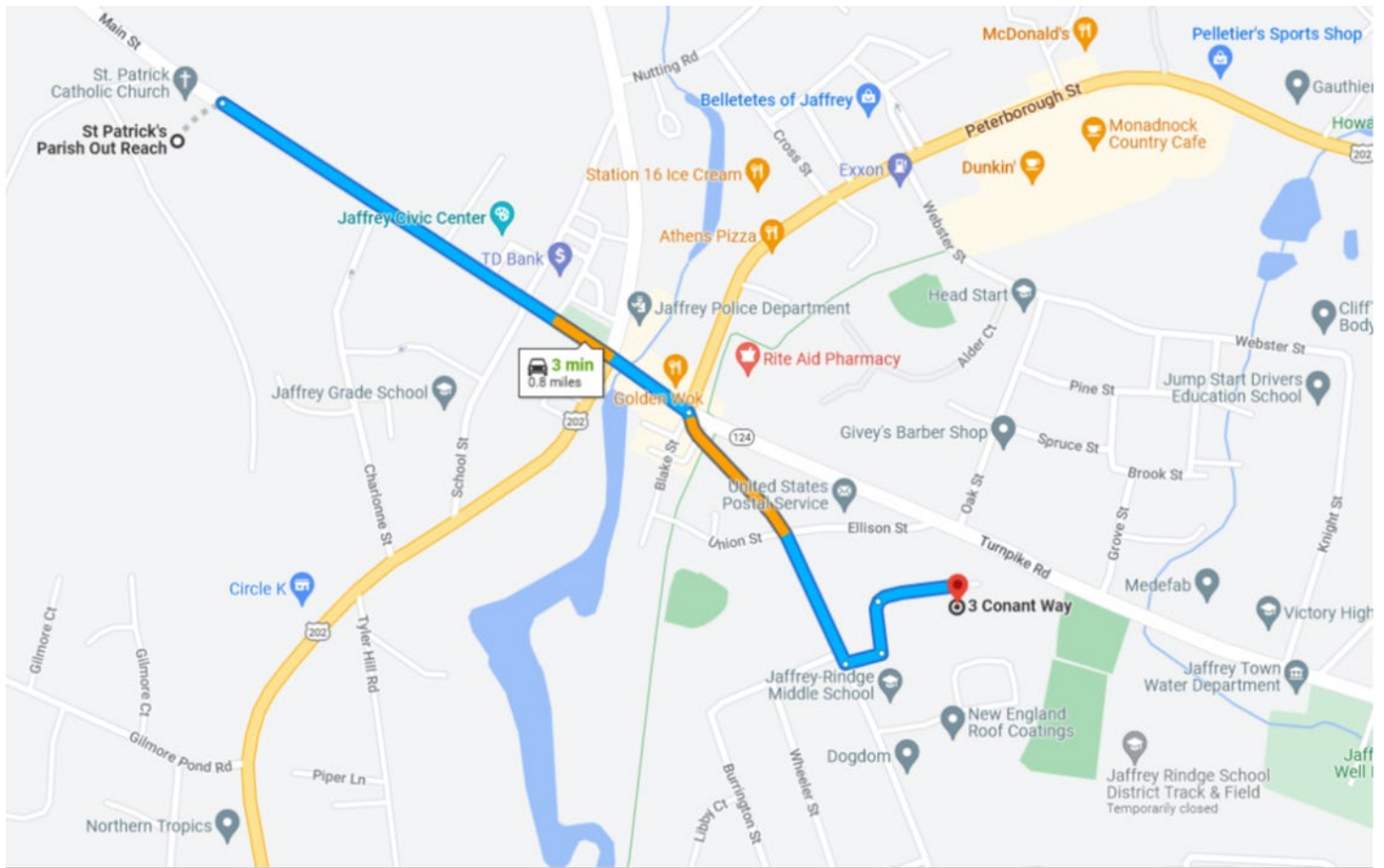
Please bring 3 items to the meeting for our files:

1. Pictures or schematics of float (if pulling a trailer—photos must show that wheels are not exposed).
2. Proof of registration & insurance for trailer.
3. Copy of the driver's license of the driver of the float unit. All drivers will be re-checked on parade morning.

*JULY 14, 2023* - Deadline for all other parade entries.

**The Town of Jaffrey is committed to offering a safe and enjoyable parade.**

**If you have any questions, please contact the Parade Coordinator, John Kohlmorgen  
(603) 532-7863 or [jkohlmorgen@townofjaffrey.com](mailto:jkohlmorgen@townofjaffrey.com)**





# Town of Jaffrey, NH 250<sup>th</sup> Celebration

## 2023 PARADE APPLICATION

Saturday, August 19

Return to: Jaffrey Recreation Department  
Jaffrey 250<sup>th</sup> Parade  
31 Howard Hill Road  
Jaffrey, NH 03452

Organization Name:

Address:

Contact Person:

Phone:

Email:

Cell phone for Parade Day:

Website of Company (if applicable):

### **Type of Entry:**

Walking Unit	Band	Float (any vehicle pulling a trailer)
Vehicle (how many): _____	Equestrian	Other (Describe): _____

Category:

\_\_\_\_\_ Non-Profit

\_\_\_\_\_ Community

\_\_\_\_\_ Commercial

### General Details

Approximately how many people will participate in your entry? \_\_\_\_\_

Will there be children riding on the vehicle/float? No \_\_\_\_\_ Yes \_\_\_\_\_ How Many? \_\_\_\_\_

Please provide a description of your entry:

\_\_\_\_\_

Describe any sound associated with your entry:

If you are distributing items, the MUST be pre-approved. Please describe them:

SUBMIT A DESCRIPTION FOR THE DJ TO READ WHEN YOUR UNIT GOES BY THE CHAMBER OF COMMERCE.

Sign below to signify that your entry will follow the Parade Rules and Conditions per NH RSA 265:108a and Town of Jaffrey requirements, as detailed on Pages 1 -4 of the application.

*I have read and accept the terms set forth in the parade rules. By signing this application, I, for myself, associated participants, my heirs, executors and administrators, release and hold harmless the Town of Jaffrey, and its officials, employees and agents from and against any and all losses, claims, damages, injury or death arising out of a relating to any negligence as a result of my participation in the parade.*

Photo consent (please circle your choice):                      YES                      NO

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Completed the parade application – use the back as needed or email additional items.

\_\_\_\_\_ Media write up for the announcer.