

4TH OF JULY PARADE – 2023

- RULES & GUIDELINES
- PARTICIPANT CHECK-LIST
- PARADE DAY INFORMATION



rev 4.16.2023

TOGETHER FOR THE 4TH!

We are excited to have you participate in this celebration of Independence. This guide provides information about things you need to know, identifies your responsibilities, and serves as a helpful list of resources available to you on Parade Day.

WHAT YOU NEED TO DO

1. **READ:** Read this information to be sure you understand its contents.
2. **SHARE:** Share this information with the other participants in your entry, particularly the safety information about passing out candy at the Parade, Wheel Walkers, and designated child drop-off and pick-up areas.
3. **ASK QUESTIONS:** Prior to June 26th, reach out to hingham4th@gmail.com or bring your questions to the Mandatory Float Safety Meeting (see below). You may also reach out to Sergeant Jeffrey Kilroy of the Hingham Police Department Traffic Division at, KilroyJ@hpd.org with safety, vehicle, or other questions.

PARADE THEME & AWARDS

Entries are expected to demonstrate celebration of the 4th of July and support the theme of the Parade, **“TOGETHER FOR THE 4TH,”** versus promoting a particular business, social cause, or other topic.

Please design an entry that celebrates the 4th of July and supports the Parade theme.

All entries will be reviewed by the Parade Judges prior to the Parade start.

Float Judging is for: **Most Patriotic - Most Beautiful - Most Unique - Best of Parade**

Winners will be led in the Parade by walkers with a banner noting the Award designation

NOTE: All entry applications are subject to 4th of July Parade Committee approval and proof of non-profit status, if requested. The Committee reserves the right to approve all entries and remove an entry not conforming to the Parade rules and/or guidelines, and/or that the Committee determines to be inappropriate or a danger to participants and/or spectators, and/or that refuses to follow the instructions of the Hingham Police Department or Parade Committee Officials.

MANDATORY FLOAT & ANTIQUE-NOVELTY VEHICLE SAFETY MEETING

Monday, June 26, 2023 at 7:00 pm

Hingham High School (Union Street entrance)

ALL FLOATS & ANTIQUE-NOVELTY VEHICLES must have an adult representative attend and check-in at the Safety Meeting with the Hingham Police. Other entry types are welcome to send a representative.

- Hingham Police Department personnel will review safety and route information.
- Parade Rules and Guidelines will be reviewed and questions will be answered.
- You'll be notified of your assigned number and position in the staging area at this meeting.
- A map of the Parade staging area and route will be provided to you.

If your float representative does not attend this meeting, you will not be able to participate in the Parade without an exception from Sergeant Jeffrey Kilroy from the Hingham Police Department.

Adult representatives are responsible for communication of rules and safety guidelines to the adult and child participants in their entry

Entry representatives should hold a meeting with their float participants before, or on, the day of the Parade, and review the rules and safety guidelines to ensure everyone understands them and their own individual responsibilities.

All entries are welcome to send an adult representative to the meeting as all entries are expected to abide by the Parade Rules and Guidelines.

PARADE RULES & SAFETY GUIDELINES

Parade Officials and Volunteers:

- Parade Officials and Volunteers will be wearing green safety vests and will be available to assist in each of the staging areas.
- Parade Officials and Volunteers will be available to check-in entries and answer questions at the Parade Committee tent on the High School lawn (Pleasant Street).
- All participants must follow the direction given by Parade Volunteers and Officials.
- Parade Officials and Volunteers will conduct Float Judging before the Parade begins.

Entry Supervision Responsibilities:

- You must provide appropriate and adequate adult supervision for your participants, vehicles, animals, and floats in the staging areas and throughout the Parade route.
- **Floats must have at least 2 adult walkers (per axle) alongside the float to ensure the safety and clearance of the float and safety of spectators throughout the entire Parade: This assignment is very important: Identify adult walkers who will stay focused on this task throughout the Parade.**

Marching Units With Children:

- You are responsible for ensuring your participant children have adequate adult supervision.
- Children in a marching unit must be kept together and away from moving vehicles.

CONTINUED

Line-up and Staging:

- All parade entries will be assigned a placement for line-up before the Parade begins.
- **FLOATS:** You will receive your assigned placement number and specific staging area position at the **mandatory** Pre-Parade Safety Meeting on Monday, June 26, 2023, 7pm, at Hingham High School. (Union Street entrance)
- **Non-float entries:** You will receive your placement number and staging position when you check in at the Parade Committee tent on the High School lawn. (Pleasant Street) You are welcome to attend the Safety Meeting should you choose to do so.
- You and your participants will follow the order of placement (which may be subject to change) as directed by the Parade Officials or the Hingham Police.

ALL Vehicle Operators:

- All vehicle drivers must be experienced operators and must possess the appropriate valid motor vehicle operator's licenses.
- All vehicles must be in sound working condition and properly registered and insured.
- Once a float or other vehicle is in position in the staging area, the driver (and a float representative, if applicable) must be in attendance at all times in the event there are questions or the float and/or vehicle needs to be moved.

Antique and Novelty Vehicles:

- Use the Union Street entrance and proceed to the rear of Hingham High School.
- When you come to the high school rear parking lot, continue around the building until you reach the staging area for the vehicle lineup. If you are the first vehicle in line, DO NOT proceed beyond the orange cone; wait for the cones to be removed and you are called up to Pleasant Street by the Car Coordinator.
- Vehicles must remain in single file and park on the right side of the road.
- Do not use Pleasant St. to enter the line up! It is a closed staging area for other entries.

Float Trailers and Trucks, Height and Length:

- Float entries must be structurally sound.
- Float entries **must not exceed 13' 6" in height** to avoid utility lines and other hazards.
- **Float length must be approved** by the Parade Committee: There are some tight turns on the Parade route and experience has shown long trailers with extended trucks cannot make the turns. It's literally a Parade stopper. 60' long is a good length target. If your unit is longer, please **separately identify the length of both the trailer and the truck** to help us determine if it can make the turns.

Transportation of Participants To and From the Parade:

- Participants are not permitted to ride on a float as it is being transported to the Parade staging area or after the Parade from the Station Street Parking Lot.
- Be sure to coordinate alternate transportation for participants before / after the Parade.

Designated Child Drop-Off Area:

- The Hingham Police Department has designated a drop off point for children participating in the Parade: the Haley Field Parking Lot on Main Street. (between Central Street and Pleasant Street)
- A Parade Official will be stationed at the Haley Field Parking Lot to assist with directing parents and children to their Parade entry's location in the Parade line-up.
- The Hingham Police Department will have an officer stationed at the corner of Main Street and Pleasant Street to assist children and adults with street crossings.

CONTINUED

Designated Child Pick-up Area:

- The Hingham Police Department has designated a pickup loop for children being picked up at the Parade end point: the Station Street Parking Lot.
- Children will be directed to wait for pick-up in a designated area of the parking lot located at the corner of Mill and Water Streets.
- Parents picking up children will take North Street to Mill Street, enter the lot for pick-up, and exit the lot, taking a left onto Water Street.
- Please follow the directions of the Hingham Police Officer(s).

Getting On, Off, or Out of Floats and Vehicles:

- Parade participants may not get on/off/out of a moving float or vehicle during the Parade. Unless in case of emergency, and the unit is at a full stop, no one should enter or exit a float or vehicle.

Helmets & Safety Gear:

- Participants on a motorcycle, bicycle, skateboard, scooter, animal, etc., must wear an appropriate helmet and safety gear.

Distribution of Candy:

- **HELP KEEP CHILDREN OUT OF THE STREET AND HARMS' WAY!**
- **DO NO THROW CANDY TO THE CROWD** from floats or vehicles due the danger of children running into the street or viewers being injured.
- Distribution of candy from floats or other vehicles is strictly prohibited: this includes, but is not limited to, tossing, throwing, shooting, or otherwise propelling items into the crowd.
- **You are expected to notify everyone in your group of this safety requirement.**
- **IF YOU WISH TO HAND OUT CANDY**, you need dedicated walkers (not those adults assigned to walk an axle/wheel), to hand candy to spectators along the Parade route.
- **Do not store candy supplies where children on a float or in a vehicle may access it and throw the candy to spectators. Keep it in a wagon or with the driver.**
- You must ensure that your child participants who walk and hand out candy, have adequate adult supervision. (This cannot be the axle/Wheel Walkers.)
- You may not pass out candy in company-branded wrappers.

Water guns, super soakers, water balloons, and the like, are strictly prohibited

Entry Business Signs & Logos:

- The business registration fee entitles a business to display its name and/or logo on up to 2 locations on its entry:
 - o Clothing is considered one location (ex. logo T-shirts worn by a group)
 - o Each sign/banner may not exceed 16 square feet (ex. 8' x 2')
 - o Candy in company-branded wrappers may not be passed out
- Larger or added signage is subject to Parade Committee approval and an additional fee.

Distribution of Items, Including Promotional Materials

- The distribution of items, (other than candy as identified above) is strictly prohibited.
- You may not distribute literature, advertisements, tickets, coupons, product samples, promotional materials, toys, T-shirts, beads, frisbees, or any other items.
- 'Distribution' includes, but is not limited to, handing out, tossing, throwing, shooting, or otherwise propelling items into the crowd.
- You may not sell merchandise along the Parade route.

CONTINUED

Our goal is a safe and fun day for all!

THESE RULES WILL BE STRICTLY ENFORCED!

Failure to follow guidelines may result in being prohibited from participating in future parades.

JULY 4th – PARADE SCHEDULE

- 8:00 am **Where do I line up?** Posters with an ALPHA list of all parade participants will be located at:
- Haley Field (off Main Street, between Central and Pleasant Streets) and
 - the Parade Committee Tent in front of Hingham High School (Pleasant Street entrance).

The posters will identify the assigned staging area and position number for each participant/group/band/etc.

Walk to your assigned staging area. Street staging areas and positions will be marked by numbered orange cones.

Designated Child Drop-off Location: Please use the Haley Field drop-off location for children participating in the Parade. Park and walk from Haley Field to your assigned staging area: Go to the corner of Main and Pleasant Street where a Hingham Police Officer will assist with street crossing. Please move your car to the Hingham Bathing Beach or other location if you are picking up your child at Station Street at the end of the Parade.

Note About the Hingham Road Race: Main Street (Route 228) may be tied up with the 4th of July Road Race runners and spectators until 8:00 AM, so consider using alternate routes where possible

Parade Route Info & Map: hingham-ma.gov/parade

- 8:15 am **Check-in:** Entry Representatives are asked to send an adult to “check-in” at the Parade Committee Tent on the High School lawn (Pleasant Street entrance) so we know your entry has arrived
- 8:30 am You and your participants should be assembled in your assigned staging position for the Pre-Parade Official check and Parade Awards Judge Review
- 8:45 am Float Judging begins for 4 awards: **Most Patriotic - Most Beautiful - Most Unique - Best of Parade**
- 10:00 am Parade begins promptly
Start: Hingham High School End: Station Street Parking Lot

CONTINUED

PARADE DAY REMINDERS

SAFETY: Hold a safety meeting with your entry participants and ensure all are adequately informed of Parade rules and guidelines, as applicable.

RESTROOMS: Inform your participants that Restrooms are inside the High School entrance. (Union Street)

WATER STATIONS: Inform your participants about the FREE public water stations:

1. Hingham High School entrance (Pleasant Street)
2. Hingham High School parking lot staging area (Union Street)
3. Station Street parking lot

SUN EXPOSURE: Advise your participants to bring water, sunblock, hats, etc., to protect from the sun!

RAIN DATE: The Parade will be held rain or shine on the 4th of July
There is no rain date! In the event of a storm threat, the Hingham Police may cancel, or end, the Parade.

QUESTIONS & INFORMATION

RULES & GUIDELINES: Please direct questions to Sergeant Jeffrey Kilroy of the Hingham Police, at 781-804-2264 or KilroyJ@hpd.org.

APPLICATIONS: Please direct questions to hingham4th@gmail.com.

We sincerely appreciate your participation and look forward to seeing you in the Parade!