

## 2024 VETERANS DAY PARADE FINAL STAGING INSTRUCTIONS (Oct 20, 2024)

**Date and time:** Saturday, November 9, begin staging at 9:00 am, parade begins at 11:00 am. We will stage early arrivals as soon as possible.

**Route of march:** Depart staging area (Lohman and Main Street), travel north on Main Street to the roundabout, south on Water Street, cross Amador and end at Lohman Avenue.

**Entry Content:** Participants are reminded that the purpose of this event is to honor our Veterans, and thus we ask that all entries are in good taste. Please focus your entries on this year's theme, Honoring Veteran First Responders, and avoid utilizing the event primarily as a means to advertise your various businesses/organizations. Entries that are political in nature will not be allowed to participate in the parade.

**\*\*\*Throwing candy, etc:** Please DO NOT throw items to the crowd. If your group wants to provide items to the spectators, please do NOT throw them, but instead have someone **hand them out** as your entry passes.

**Parking:** We are encouraging the participants who are in entries 6 thru 23 to park in the old county courthouse parking lot, as they will stage along the left hand lane of Lohman, and when the parade returns to the staging area, we will direct those entries into that parking lot to de-stage. Please exit the parking lot onto Amador Avenue and depart the area. There will also be parking in the Wells Fargo Parking lot.

**Getting to the staging area:** We should have people at the entry points to the staging area to allow participants into the staging area, but if there is no one at the barricade, please enter through one of the parking lots in the area. ALL DROP OFFS OF PEOPLE SHOULD OCCUR IN THE PARKING LOTS, NOT THE STAGING AREA ITSELF.

**ARRIVAL TIME:** It will be very beneficial if the first four to six entries in each serial can be on site as early as possible (no later than 9:00 am) so we can stage the rest of the parade behind you. We'd like to fill each serial from front to back in order to avoid maneuvering large vehicles, trailers, etc in too congested of an area. We anticipate that the staging area will be secured by 7:30 am, at which time we will begin staging whomever is there. Of course, we only need vehicles there at that time, so your individual members can show up after 9:00 am.

**PRE STAGING LOCATIONS:** Please note that we have identified areas where your group can assemble upon arrival and prior to staging. If there is an issue with the location we have identified, please let me know ASAP. Adhering to this plan will greatly assist us when staging. We have primarily identified pre-staging locations for large groups. If your group is not on the diagram, please feel free to assemble in the general area of where your group will actually stage in the parade.

**De-staging:** Upon return to the staging area, we will direct entries 6 to 23 into the old courthouse parking lot. All other entries will be directed into the Wells Fargo parking lot via the North entrance on Lohman. PLEASE proceed as far as possible in the parking lot before stopping and DO NOT stop in the traffic lane of the parking lot. IF YOU DO NOT NEED TO OFF LOAD ANY PASSENGERS, PLEASE DO NOT ENTER THE WELLS FARGO PARKING LOT, BUT INSTEAD PROCEED STRAIGHT THROUGH THE LOHMAN/MAIN INTERSECTION AND DEPART THE AREA BY PROCEEDING SOUTH ON MAIN TO THE MAIN/ALAMEDA INTERSECTION.

**Quality Check:** Please check the attached order of march and let me know if I need to change the title of your organization or the name associated with it. If you would like for the announcers to mention your leadership, or any other info please provide me with that information, and we will try to accommodate. I would appreciate your feedback as soon as possible. If you are transporting veterans, we will mention them at the reviewing stand so please let us know who they are, and which vehicles they will be riding in.

**SPECTATORS:** We hope that your families and friends are on hand to watch the parade on November 9<sup>th</sup>, PLEASE INFORM YOUR SPECTATORS THAT WE WILL BE ASKING PEOPLE TO REMAIN AT A SAFE DISTANCE FROM THE PARADE, ESPECIALLY ON MAIN STREET IN THE DOWNTOWN AREA.

**STOPPING THE PARADE:** It is our intent that the parade maintain reasonable spacing between entries, and NOT create big gaps in the order of march. Please DO NOT stop the parade for any type of presentation. We understand that marching units such as ROTCs may pause in order to conduct certain drills, but please keep these reasonably short, and once complete, restore the interval between your unit and the group in front of you. Once the parade begins, there will be one planned stoppage, which is to recognize our grand marshals at the reviewing stand.

**PACE OF THE PARADE** Please maintain a constant interval between your vehicles/entries and the vehicle/entry in front of you—we recommend one car length. Creating large gaps in the parade is a safety concern, as it enables spectators to cross the parade route during the parade. If the interval in front of you increases beyond the one car length goal, please close the gap whenever possible, ie during any brief stops that may occur.

**RESTROOMS:** Porta potties will be located in the parking lot east of the old county courthouse, southeast of the intersection of Amador and Water Streets; in the Wells Fargo parking lot; in the Loretto Towne Centre parking lot, and near the reviewing stand, at the intersection of Las Cruces Avenue and Main Street. If individuals from your organization require transportation to the porta potties, please be prepared to provide that transportation, as we do not have resources to provide such transportation. There should be a total of sixteen (16) porta potties this year.

PLEASE proceed to your place in the lineup as soon as one of our staging personnel asks—this makes it much easier to stage those entries behind yours as quickly as possible. For groups with a very large number of vehicles, we may need to stage you in pairs. If we do this, when the parade departs, the vehicle nearest the curb will proceed first, then the vehicle to the right. There are a LOT of vehicles this year, so please be prepared to stage very closely as we get ready to depart the staging area. If you need to decorate your vehicles, please suspend those activities when asked to move to your staging position so that we can stage entries behind you.

**BRAVO MIC:** Upon arrival, please park your individual units as close to the intersections at the end of serial 3 (seq#46), 4 (seq#55) and 6 (seq#64) so we can move all entries in front of you into place, after which we will tighten up each serial immediately before the parade begins. There is one more Bravo Mic vehicle that we will place as quickly as possible.

**The Mayfield Choir will sing the National Anthem at approximately 10:45 am, so please be prepared to render appropriate honors. Immediately after the conclusion of the Anthem, we need EVERYONE to be at their vehicles, with engines started and ready to roll! There will only be about five minutes between the conclusion of the Anthem and the start of the parade.**

**FINALLY:** Thank you. Please review this and locate your current location in the parade: Insertions into the order of march will be the only changes, so in general your location will not change. Thanks for your patience, and see you in November! Bill Hawkins, 575 621 7002

