



PORTSMOUTH NH 400 GRAND PARADE

Saturday, June 3 (rain or shine) 11:00am start

GENERAL PARADE RULES

- Walking, driving, bike riding, skate boarding, roller skating, dancing, and general merriment allowed.
- Smoking, alcoholic beverages, controlled substances, firearms, mini-bikes, segways, and 4-wheelers are prohibited.
- Bicyclists, skateboards & scooters must wear a helmet and maintain proper bicycle safety.
- Equestrian units may not be left unattended and must be followed by a clean up crew.
- Children 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 number of vehicles at the parade organizer's discretion.

ROUTE

- For parade participants, the parade line up will be along Islington Street near Plaza 800/Goodwin Park. The week prior to the parade, all participants will be notified of their specific line-up location and time.
- The parade steps off from the Goodwin Park area on Islington and proceeds down Congress, through Market Square, right onto Pleasant, and right onto Junkins Ave.
- The route is 1 mile and will take apx 1.5 hours to process. Pre-parade line up is typically 30-min to 1-hour.
- End of parade is at South Mill Pond parking lot on Junkins Ave.

BEGINNING & END

- Beginning: Everyone must be in place by 10:30am. Units will be assigned a specific arrival time starting at 9:45am and location will be based on your position in the parade. Parade lines up along Islington Street.
- All entries must check in with volunteers wearing "Event Staff" shirt.
- No float or vehicle may be left unattended while waiting for the parade to begin. No idling.
- 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.
- End: South Mill Pond on Junkins Avenue.
- Volunteers will be at the end of the route to help direct and keep parade moving to avoid stalling.

PARKING: BEGINNING & END

- Parade officials are making arrangements for participant parking. Streets will be closed to parking so you will need to plan ahead. Closer to the parade participants will be informed of overflow lots and good drop off/pick up locations.
- We do not want to disrupt any local businesses more than we have to so please do not park in a business lot.
- There will be a Bike Valet station at the Middle School as well.

LIABILITY RELEASE

- Applicants assume all responsibility for any loss or damage in connection with their participation in the parade. Portsmouth NH 400 and the City of Portsmouth will not be liable for any damage, theft, loss of property, or injury.
- Portsmouth NH 400 and the City of Portsmouth reserve the right to remove any entry where safety measures are, in the opinion of staff and/or volunteers, inadequate.
- 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, safety codes, manufacturer's recommendations, and similar standards necessary to safely operate vehicles, floats and equipment.



PORTSMOUTH NH 400 GRAND PARADE

Saturday, June 3 (rain or shine) 11:00am start

FLOATS

- No floats or towed trailers with wheels protruding beyond the footprint of the float platform will be allowed. No exposed wheels. Fenders may not be sufficient. Be sure your float includes a platform that extends out farther than the wheels. If you have questions, **call Brinn at 603-767-2697**.
- Towed float trailers can be no longer than 23 feet long and flatbed trailers no longer than 29 feet. Floats shall be no more than 13 feet high from the ground and 9 feet wide.
- Participants SHALL NOT get on or off moving floats and walking participants SHALL NOT retrieve articles from floats.
- Portable generators must be securely mounted. Floats should be constructed with fire-retardant materials and must carry an 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 must be visible to the crowd. Commercially sponsored floats must promote PNH400 theme/fun feeling/Portsmouthy-vibe and not emphasize commerce.
- For Floats, here are 3 tips:
 1. If pulling a trailer-- wheels must not be exposed (platform must go further out than wheels).
 2. Vehicle and trailer must be registered and insured. Police may ask at parade line up.
 3. Valid driver's license of the driver of the float unit must be with driver at all times.

CANDY & HANDOUTS – NOT ALLOWED

Parade participants are asked NOT to distribute candy, handouts or souvenirs along the parade route. The parade must consider the amount of waste it might create during normal operating hours of local businesses and the clean up crew.

FEES

There is no cost to participate in the parade. Everyone is welcome. However, please keep in mind that this is a community event and not to be treated as a solely commercial opportunity. Registration required.

RAIN This is a rain or shine event. In the event of inclement weather, please dress accordingly. If the weather is more serious, parade officials will make an announcement on their social media pages.

WITHDRAWAL FROM PARADE

- Please be courteous and call, text or email to let us know: **603.767.2697** • **bsullivan@cityofportsmouth.com**

SOCIAL MEDIA

Facebook & Instagram: @PortsmouthNH400

Website: www.portsmouthnh400.org

PARADE DAY

- Bike Valet at the Middle School for ease in getting in/out of town.
- Other events in town: Chowderfest at Prescott Park, Riverfest at Strawberry Banke, Open House at Fire Station #1 on Court Street.



PORTSMOUTH NH 400 GRAND PARADE

Saturday, June 3 (rain or shine) 11:00am start

IMPORTANT DEADLINES

Mon, May 15 (trailers, floats)

Registration deadline for floats, flatbed trailers, towed trailers.

There will be a mandatory Float Safety Meeting: Date to be determined. Please submit 3 things to us before, and bring copies to the meeting:

1. Pics or schematics of float (if pulling a trailer-- photos must show that wheels are not exposed)
2. Proof of registration & insurance for trailer
3. Photocopy of the driver's license of the driver of the float unit.

Mon, May 15 (Marching Bands)

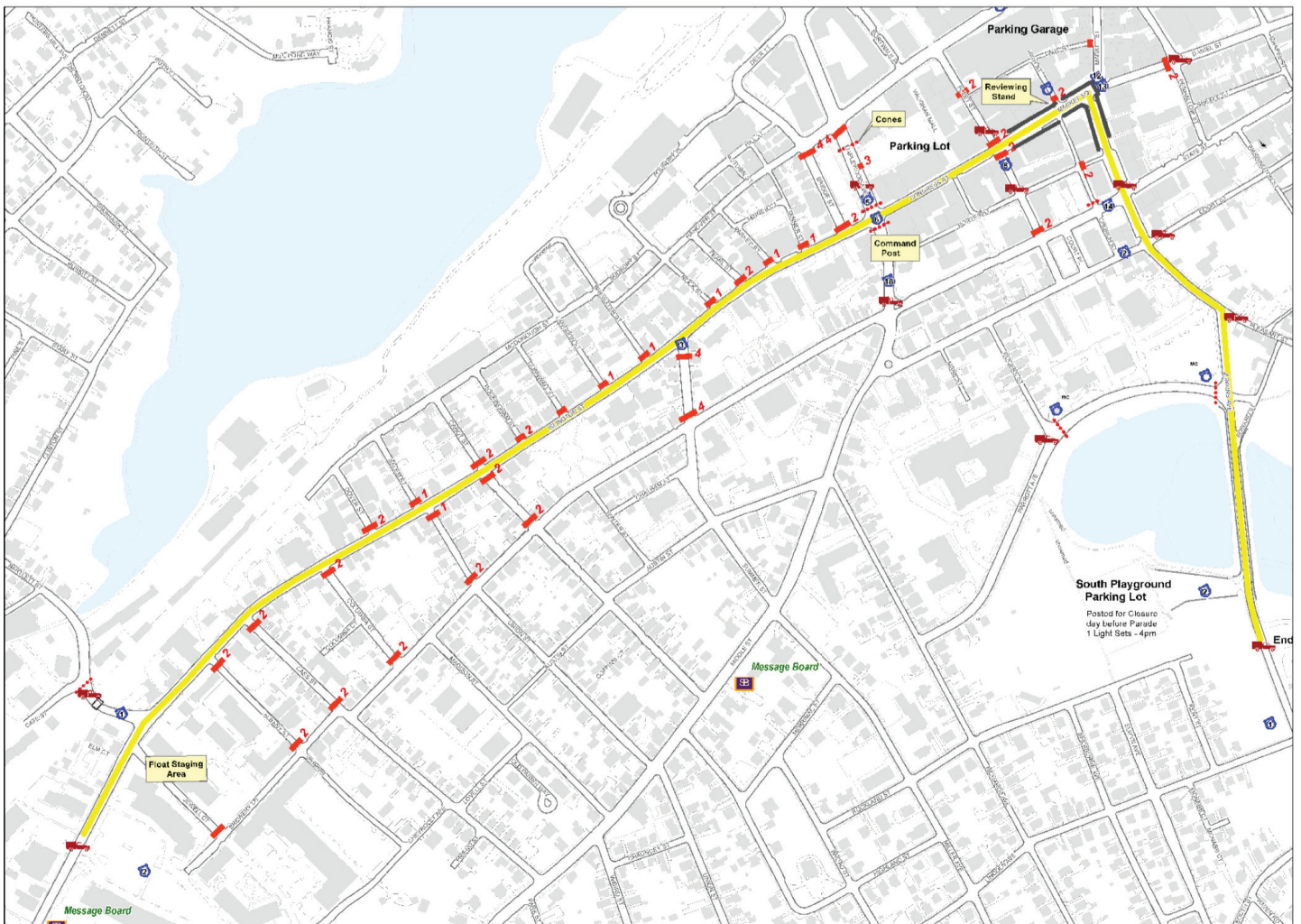
Registration deadline. Include # of school buses anticipated, any trailers, etc.

Mon, May 22

Deadline for all other entries. All units must be pre-registered to participate in the PortsmouthNH400 Parade.

PortsmouthNH 400 GRAND PARADE and the City of Portsmouth are committed to offering a spectacular parade in a safe and welcoming environment.

**If you have any questions, please contact the Parade Committee
603.767.2697 • bsullivan@cityofportsmouth.com**





PORTSMOUTH NH 400 GRAND PARADE Registration Form

Return to: PNH400 Parade Attn: Brinn Sullivan
Community Campus, 100 Campus Drive
Portsmouth, NH 03801
bsullivan@cityofportsmouth.com • Cell: 603.767.2697

Organization Name: _____

Address: _____

Contact Person: _____ Email: _____

Phone: _____ Cell phone for Parade Day: _____

Website of Company (if applicable): _____

Type of Entry:

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

Category:

- Non-Profit
- Community group
- Individual/family/neighborhood
- Corporate/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 general description of your entry. _____

- Does your entry have music? Describe any sound. _____
- Do you need to be lined up next to a specific unit? Which one? _____
- Submit a description for the emcee to read when your unit goes through Market Square. Could also be shared with video production of parade.

Sign below to signify that your entry will follow the Parade Rules and Conditions per NH RSA 265:108a and Portsmouth Parade Committee requirements, as detailed on Pages 1 and 2 of this brochure. I have read and accept the terms set forth in the parade rules. By signing this application, I, for myself, my heirs, executors and administrators, release and hold harmless the PortsmouthNH400 organization, the City of Portsmouth, and its officials, employees and agents from and against any and all losses, claims, damages, injury or death arising out of or relating to any negligence as a result of my participation in the parade.

Photo Consent: I hereby grant the PNH400 and the City of Portsmouth permission to use my likeness in a photograph, video, or other digital media without payment or other consideration. I understand and agree that all photos will become the property of PNH400 and the City.

Signature on behalf of the parade entry: _____ Date: _____

HAVE YOU

- Liked the "Portsmouth NH 400" on Facebook and Instagram
- Completed the parade application – use the back as needed or email/text additional items.
- Written your media write up for the announcer – **PLEASE DON'T FORGET THIS!!!!!!** Your unit will be announced as you walk through Market Square.