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## 2024 CHICAGO PRIDE PARADE RULES AND REGULATIONS

### **IMPORTANT INFORMATION:**

- You must agree to all rules herein and are responsible for informing all participants with your entry of these Rules and Regulations.
- You are responsible for all participants on your entry.
- All city, county, state and federal laws must be obeyed.
- Entries not complying with the Rules and Regulations can be removed from the parade with possible exclusion from future parades.
- The City and/or parade organizers reserve the right to add or change the Rules and Regulations at any time. Entries are responsible to obey any new or changed rules that may be instituted after this form was published.
- The submission and receipt of Entry Form does not guarantee registration.
- Wherever the term “vehicles” is used below, it refers to all motorized vehicles.

**ENTRY DEADLINE:** The entry process will close when all allocated spots are full. All parade entries must be pre-registered. Last minute entries will not be accepted, and unregistered vehicles and/or units are not permitted.

**REGISTRATION:** Participation in the parade is by application only. All parade Entry Forms are subject to review and approval.

**CHANGES:** If any information is incomplete and/or changes after you submit the Entry Form, you must send the new information to application@pridechicago.org by June 1.

**ACKNOWLEDGEMENT:** Upon receipt of the Entry Form, you will receive a confirmation email with an Invoice to be paid in full before the application process is complete.

**VEHICLE LIMITATIONS:** Only one vehicle per registration is allowed. All vehicles must be licensed and insured. All vehicles must be decorated. Trucks over 40 feet in length will not be allowed. In addition, delivery trucks, or semi (trucks) or moving trucks/vans are not allowed.

**FLOAT LIMITATIONS:** Float companies allow only 20 people per float maximum. Other vehicles are only allowed the number of passengers up to their designated seating capacity. Sound equipment, signage or other items, must be firmly attached to your vehicle or float to prevent injuries.

**PARTICIPANTS/MARCHERS:** Maximum per entry is 100.

**ENTRY SHARING:** If two groups are sharing one entry, both group names and information must be on the same Entry Form.

**CONSECUTIVE LINE-UP:** If two separate entries (with two separate vehicles), want to march behind each other, each entry must submit a separate Entry Form and indicate the request in the "Additional Comments" section of both forms.

### **ENTRY CATEGORIES:**

- Non-profit (organization) with no business advertising on their entry with one exception: If a non-profit has advertising on their entry, then the entry must register in the Business I (local) or Business II (national/corporate or franchise) category.
- Business I (local) a local business with advertising with one exception: If a local business has Business II (national/corporate or franchise) advertising on their entry, then the entry must register in the Business II category (national/corporate or franchise).
- Business II (national/corporate or franchise) with advertising (only one Business II category per entry.)

**CATEGORY DEFINITION:** An entry category is defined by what or who is being advertised, not on whether you are an organization or business. “Advertising” is defined as displaying a logo, identifiable slogan, trade name or trademark on signage, clothing or other hand-outs.

**LINE-UP:** The City of Chicago requires that parade organizers assign a line-up number for each registered entry. Also, parade organizers are required to compose a site plan indicating the lineup location for each registered entry.

**NUMBERS & SITE PLAN:** Line-up numbers are sent by email to entrants at least ONE WEEK before the parade. The lineup number should be printed on 8-1/2" x 11" paper and, on parade day must be placed in the lower corner of the windshield on the driver's side. If you are not using a vehicle, then attach it to the right side of your lead banner. Entrants will receive a site plan that shows line-up location in the same email.

**SOUND & VEHICLE ACCESS:** The City of Chicago requests that sound systems remain off at assembly/staging area. Violators will be subject to receiving a ticket. A quick sound check is permitted, but sound must remain off until you step off. Also, one person must remain with your vehicle during the entire line-up process. All entries with vehicles must have someone with a key to the vehicle who is present at all times and can move the vehicle if necessary.

**LICENSED DRIVER/INSURED VEHICLE:**

**LICENSE:** Any entry that uses a motorized vehicle must make sure that their driver possesses the necessary operator's license required by law for the type of vehicle involved.

**INSURANCE:** All vehicles must be insured by the owner and be in good physical condition as well as good operating condition. Vehicles driven by someone other than the owner must be covered by the owner's insurance. By submitting the parade Entry Form, you agree to these and other requirements.

**POLICE REQUIREMENT:** The City of Chicago requires that each entry using a motorized vehicle (including floats and motorcycles) must complete the CHICAGO POLICE PARADE PARTICIPANT FORM. The driver of the vehicle must have a completed copy of the form in their possession on parade day. The Chicago Police Department may request to see the form. Vehicle drivers without the completed form will not be allowed to participate. Only street legal vehicles will be allowed entrance onto the parade route.

**MOTORCYCLES:** The City of Chicago allows only two motorcycle units of 50 motorcycles each in city parades. No other entries in the parade are allowed to have motorcycles. All motorcycles must complete and carry the CHICAGO POLICE PARADE PARTICIPANT FORM. Other PROHIBITED vehicles include mini motorbikes, motor scooters and/or three and four wheel all-terrain vehicles.

**DEMONSTRATORS' RIGHTS:** According to the City of Chicago, demonstrators (protestors) are allowed to be in parade assembly areas, and on the sidewalks of parade routes, as long as they are not blocking the proceedings, taking the place of a registered entry in the curb lanes of the assembly/staging area, or breaking city, county, state and federal laws. Parade participants, spectators, monitors or marshals are NOT allowed to stop or remove them.

**SAMPLE DISTRIBUTION:** No tossing items from entry. No items to be distributed on line-up streets. Parade entries may hand items to the crowd at the barricades on the parade route. City of Chicago rules forbid participants from tossing any items due to potential injuries to spectators. No objects including candy, beads, product samples or other materials may be thrown into the crowd from floats, vehicles or walking groups. This includes confetti, confetti canons or multi-colored dust. According to the City of Chicago parade ordinance, the no tossing rule will be strictly enforced by Chicago Police and the Mayor's Office of Special Events. If a parade entry does not cooperate after one warning, the entry may be ticketed and/or removed from the parade. The entry may also be prohibited from participating in future parades.

**PARADE DISTRIBUTION PROCEDURE:** Participants can give away samples by hand, one at a time to spectators at the barricades as they proceed down the parade route. Distribution is not allowed in the assembly/staging area at any time.

**STEP-OFF PROCEDURES:** At step-off, entries will proceed down the street in numerical order. Parade marshals will be on hand to assist. Be ready to step off when it's your turn.

**JUMPING OFF FLOATS OR VEHICLES:** Jumping off, stepping off, or climbing on floats or other vehicles once the parade starts is prohibited (except in an emergency). This is true whether the procession is moving or if it stops due to traffic issues. Participants involved in more than one organization or business can move from entry to entry as long as they are walking alongside each entry, but not riding on any of the floats or vehicles.

**DRIVING PROCEDURES:** Upon step-off, all parade entries must proceed in a constant, uniform, forward motion. All entries must drive in a safe and orderly fashion. Unsafe driving, such as sudden acceleration, swerving, speeding and screeching of tires may result in immediate removal from the parade.

**MECHANICAL PROBLEMS:** If a vehicle experiences mechanical difficulties on the parade route, it is the responsibility of the parade registrant to move the vehicle to the side of the street.

**PAUSING:** Occasionally parade processions stop because of traffic issues. However, parade participants or vehicles are NOT allowed to stop on their own accord. Stopping in the procession to dance or perform is NOT permitted.

**SPACING:** All entries must follow preceding entries within 40 feet to eliminate any gaps.

**SCREENING AREA:** Parade marshals and security will be present at Broadway and Montrose to direct registered entries - one at a time and in numerical order - to the start of the parade route.

**CONTROLLED SUBSTANCES:**

- City ordinances and other laws prohibit the public use of alcohol and drugs by parade participants.
- No person under the influence of alcohol or drugs will be allowed to operate a motor vehicle in the parade.
- Alcohol is not permitted at any time, anywhere along the parade route or assembly/staging area and disbanding area. According to the City of Chicago parade ordinance, this will be strictly enforced by the Chicago Police Department.

**NUDITY:** City ordinance defines and prohibits nudity.

**WATER GUNS:** High powered water rifles, "super soakers" or squirt guns that could cause injuries are NOT allowed, nor is tossing water or other liquids.

**ANIMALS:** Animals are NOT allowed in the parade for health and safety reasons.

**FIREWORKS:** Fireworks, firecrackers or pyrotechnic acts of any kind are NOT allowed. Neither are laser pointers or laser guns, drones or smoke machines.

**FIREARMS:** Firearms are NOT allowed.

**BARBECUING:** No barbecuing along the parade line-up or on parade vehicles.

**HELIUM BALLOONS:** Helium balloons are NOT to be released into the air in accordance with FAA regulations.

**TRASH:** Each entry is required to have their own trash bags for depositing garbage from their entry. Garbage should also be placed in cans along the street.

**STEP-OFF & DISBANDING PROCEDURES:**

**MONITORS (provided by parade entries):** All registered parade entries are required to provide monitors for their entry who walk (not ride) along the route with their entry. One of the monitors should also assist parade marshals in lining up your entry.

**NUMBER REQUIRED:** All walking groups and standard sized cars must provide a MINIMUM of two (2) monitors. Larger cars, trucks and floats must provide a MINIMUM of four (4) monitors (preferably more).

**MONITOR RESPONSIBILITIES:**

- Monitors must walk (not ride) down the route, on both sides of the entry. If necessary, monitors will politely urge spectators to stay a safe distance away from the entry.
- Monitors should make sure that participants or spectators are not jumping off, stepping off, or climbing on floats or other vehicles. This is true whether the procession is moving or if it stops due to traffic issues. Float riders must remain on the float from step-off until arrival at the end of the parade route (except in an emergency).
- Monitors assist in making sure that all your participants follow the Rules and Regulations.
- Monitors are not allowed to distribute samples.

**MARSHALS (provided by parade organizers):**

- Marshals will be stationed along the assembly/staging area. They will assist parade entries in finding their assigned positions and to step-off when it's the entry's turn to do so.
- Marshals will also be stationed along the parade route to inform spectators that they must stay behind the barricades. They also will assist in making sure that participants follow the Rules and Regulations.
- Marshals will also be at the end of the parade route to assist the disbanding process.

**TRAFFIC & CROWD CONTROL:** Chicago Police officers will be stationed along the parade route. Barricades will line the majority of the parade route with parade marshals stationed in front of them. A private security company will provide additional assistance.

**RAIN OR SHINE...CANCELLATIONS... NO REFUNDS:** The parade will take place rain or shine (except in severe weather). In the event of such conditions, there will be NO refunds for any reason including, but not limited to, the fact that (A) many city fees and other costs are pre-paid and non-refundable (B) the City of Chicago has the absolute right to cancel, relocate, expand or reduce parade routes or assembly and disbanding areas for any reasons such as but not limited to street construction, crowd control or other such reasons. (C) if the parade route is altered on or before parade day or the parade is cancelled for any reason, parade entries will not be reimbursed for any expenses incurred in and for parade registration, participation in, assembly and final presentation of their entry (D) if an entry is removed from the parade line-up or the parade procession on parade day for any reason by city representatives or parade organizers.