



Recreation Division
915 Menomonie St, Eau Claire, WI
Phone: (715) 839-5032
Email: recreation@eauclairewi.gov

Dear Business/Organization Representative,

Planning is now underway for the Clearwater Winter Parade! The City of Eau Claire, Eau Claire Parks, Recreation, and Forestry, and Community Parks Association want to promote activity and healthy living in the winter months. An illuminated parade has been organized to promote family activities, area businesses, and organizations. It is our "wintermission" to introduce the many opportunities available in the Eau Claire area.

Proceeds from this event will be used to provide Parks & Recreation activity scholarships for youth. Scholarships cover seventy-five percent of the activity fees. There has been an increasing request for youth scholarships for recreation programs and family scholarship requests for Fairfax Pool passes. Revenues generated will allow youth to participate in positive activities that promote health, wellness, and skill development.

On Friday, December 6th, 2024 West Grand Avenue Business Improvement District and Eau Claire Parks, Recreation and Forestry will host Eau Claire's award-winning special event, the Clearwater Winter Parade.

The Clearwater Winter Parade is an exceptional opportunity to promote your company's product or services with event marketing. Because of the broad appeal and potential attendance numbers, sponsors can be sure that their message will reach their target audience and beyond. If you're interested in Sponsoring the 2024 Clearwater Winter Parade, please email recreation@eauclairewi.gov. We offer several different levels of sponsorships including: Bronze, Silver, Gold or Platinum.

We hope you consider becoming a part of the Clearwater Winter Parade this year!

Respectfully

A handwritten signature in black ink that reads "Christine Mohr".



Christine Mohr, Facility & Program Supervisor
City of Eau Claire Recreation Division



General Rules and Regulations

Please make sure all your unit's participants are fully aware of these rules and regulations.

Parade Theme: **Cosmic Wonders**

Illumination and Sound

- Lights/illumination and music/sound are required for all parade entries. No exceptions.

Order of Appearance

- The Clearwater Parade Review Committee will determine the order of appearance for float or specialty units in the parade. The order is determined to establish variety, as well as best utilization of the participants.
- Participation in previous winter parades does not guarantee acceptance into this year's event.

Inclement Weather Policy

- Should inclement weather occur prior to the parade, event officials will determine if it is sufficiently severe to cancel or delay the parade.
- When weather threatens to damage uniforms, props, or instruments an entry may withdraw from participation.
- The Clearwater Parade Review Committee plans to proceed with the parade, rain, snow, or shine. We request that provisions are made for inclement weather. Registration fees will not be refunded if it is your decision to withdraw from the parade.

Vehicles

- Floats and tow vehicles cannot exceed a height **17'** from ground level.
- It is strongly suggested that all motorized units provide at least two volunteers to walk alongside your unit. These volunteers should monitor the parade route to insure the unit can proceed safely without interference.
- Training – All drivers must be licensed and adequately trained to drive their assigned unit.
- All motorized vehicles must have ample supply of gas.
- Schools are allowed one support vehicle following their marching unit and should visually represent their school and/or community.

Unit Appearance

- All motorized units in the Clearwater Parade must incorporate the use of parade decorations on their individual unit as much as possible. Decorations include, but are not limited to, lights, fringing, skirting, garland, etc. Any parade unit not decorated and participating in the spirit of the event will not be invited to next year's parade.

Distribution of Materials from the Float/Specialty

- No samples of materials of any kind can be thrown, tossed, presented, given or otherwise distributed from the float/specialty unit while on the parade route. **Any and all items must be HANDED out curbside.** Compliance is very important for the safety of the children and the other parade units.
- If passing out promotional items/candy, please keep in mind that the parade attracts roughly 10,000 people. Please plan and space out distribution of promotional items/candy accordingly. The parade is heavily populated at the beginning of the route but there is still a larger crowd after the 1st and Lake Intersection.

Fundraising Initiative

- Collection of financial funds or any other fundraising initiatives is not allowed at the Clearwater Winter Parade event.

Mr. & Mrs. Clause

- **No entry may have a Santa or Mrs. Clause.** They may be featured on a designated parade entry as approved by the City of Eau Claire Recreation Division.

Code of Conduct

- Individuals and organizations participating in winter parades are expected to perform courteously, in good taste, and with safety in mind at all times during the assembly, execution, and dispersal of the parades.

Alcoholic Beverages

- No alcoholic beverages of any kind will be allowed on or with the unit either in the staging area or along the parade route. The consumption of any alcoholic beverage by any participant is strictly prohibited. Violators will be prosecuted by the City of Eau Claire Police Department under Wisconsin State Statutes. (Please note: refunds will not be issued if your unit is not allowed to participate or is removed from the parade route.)

Equestrian/Livestock

- Each equestrian or livestock unit must have a complete and thorough manure clean-up with their unit at the staging area, along the parade route, and at the dispersal area.

Assembly Area & Line Up

- Units not registered will not be permitted to participate.
- All parade entries should report to the assembly area 1 hour prior to the parade start time.
- A Parade line-up map for all entries will be set the week of the event and will be emailed to all participants.
- The line-up area is located at the County Court House parking lot on Oxford Avenue.
- The parade line-up lot will be designated one way - ENTER ONLY. Traffic will not be able to come and go in this area.
- Parade "DROP OFF AREA" – for the safety of parade participants, all participants that are dropped off for the parade must be dropped off at the corner of Oxford Avenue and W Grand Avenue, then walk to their designated area. Vehicles dropping off parade participants are not permitted to enter the line-up lot.
- Assembly Responsibility – Once the float or specialty unit is in position in the line-up area, the driver must attend all times and available to move the unit as necessary.
- Float or specialty support vehicles such as atv's, cars, buses, trucks, and trailers must be promptly unloaded and proceed to the dispersal parking area.
- First aid kits are accessible in the line-up area, as well as at dispersal.

Parade Movement

- **All entries must stay within 15' of the entry in front of them to reduce large gaps between units.**
- The Clearwater Parade Review Committee has worked very hard to make sure that the parade route is free of interruptions; therefore, there will be no countermarching or maneuvering in any form by any unit that will create any type of gap. All maneuvering, choreography, and marching styles must be performed while moving forward. Any special effect drills that comply with the above statement must also be executed at a speed necessary to maintain the specified distances between parade units.
- No standing or stopping in front of the judges or media.
- Units may not solicit any monetary donations or sales of goods to spectators.

Dispersal Area

- Continue moving throughout dispersal until parade personnel show you where to stop. No exceptions. Float or specialty members should not walk or march back through the parade route after disbanding. Your cooperation in this busy area will be expected!

Health and Safety

- The City of Eau Claire will comply with all Eau Claire County Health Department recommendations. Participants will be notified of all health protocols prior to the event.

Cancelation Policy

- Refunds will not be issued after the line-up is established and sent to participants. If you cancel prior to this, a refund can be issued less a \$7 administrative fee.

Map Attached

PARADE REGISTRATION

Please submit parade registration by Wednesday, November 20 to be guaranteed placement in the line up



Parade begins at 6:30pm

Friday, December 6th, 2024

Contact Information

Organization Name: _____

Contact: _____ Cell Phone #: _____

E-mail (please print clearly): _____

Address: _____ City: _____ Zip Code: _____

Entry Classification

Revenues collected benefit recreation program scholarships for youth and families.
When registering online please use appropriate program codes.

- | | |
|---|-----------|
| <input type="checkbox"/> Commercial / Business-FLECP-101OP | \$50 |
| <input type="checkbox"/> Non-Profit / Civic / Individual & Non-Business-FLECP-102OP | \$15 |
| <input type="checkbox"/> School / City / Government / Municipal / Royalty-FLECP-103OP | no charge |

Total Enclosed

Parade Category (All entries are required to have music/sound and must be illuminated)

- | | | |
|--|---|---|
| <input type="checkbox"/> Float/Trailer | <input type="checkbox"/> Commercial Vehicle (car/van/truck) | <input type="checkbox"/> Visiting Royalty (float/vehicle) |
| <input type="checkbox"/> Band | <input type="checkbox"/> Equestrian/Livestock/Animal | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Politician (vehicle/walk) | <input type="checkbox"/> Walking Unit | |

Insurance Requirements

All entries must be insured. The signature below indicates compliance with the liability insurance requirement.

I understand participation in Parks and Recreation programs involves an element of risk or danger for all participation and may cause serious injury, death, or property loss. I agree to assume these risks for my family and release the City of Eau Claire, its employees, and other participants from any liability, for injuries and damages sustained while participating in these programs. I understand a physician's approval is encouraged prior to participation.

Signature _____

Date _____

Please Send Parade Entry Form To:

City of Eau Claire Recreation Division

recreation@eauclairewi.gov

915 Menomonie Street

Eau Claire, WI 54703

Please Make Check Payable To:

Eau Claire Parks and Recreation

