



City of Laramie  
 City Manager's Office  
 P.O. Box C  
 Laramie, WY 82073

(307) 721-5226  
 fax (307) 721-5211

**CITY OF LARAMIE  
 SELF-ENFORCING GUIDELINES FOR PARADE SPECIAL EVENT PERMITS**

**Self-Enforcing Guidelines for Parade Applicants and Participants:**

1. Parade special event applicants must include a designated bypass route plan, which is to be included on the submitted parade route and must also request the proper street detour signs,
2. Parade special event applicants must provide emergency contact to all parade participants,
3. Parade special event applicants must include the following self-enforcing guidelines within their issued parade participant registration forms and agreements, as well as enforce all rules upon parade entrants:
  - a. **Driver Screening:** Drivers are 18 years of age or over and possess a valid driver's license;
  - b. **Driver Education:** Drivers are to keep a safe distance of no less than 30' between vehicles/floats;
  - c. **Vehicle Screening:** All float entrants must be able to travel the entire distance of the parade route, clear of all obstructions, and be capable of turning 90-degree corners. Vehicles/floats must be properly maintained with functioning brakes and all safety chains are to be properly affixed to float. Float/vehicle entrants obstructing parade progress must be immediately removed from the parade route;
  - d. **Safe Float/Vehicle Operation:** Parade float/vehicle operators agree to operate in a safe manner and have a safe float design. Riders are to remain seated and properly use safety restraints. Standing riders must have body support and use hand holds/rails—no jumping or moving around on float/vehicle. Float/vehicle operators are to be sure they can safely communicate with float/vehicle riders and have a 180-degree field of vision—front and side views from vehicle. Any float operating in an unsafe manner may be removed from the parade;
  - e. **Participants Under 18 Years of Age:** Parade participant must secure parent/guardian waivers for all participants under 18 years of age, and must also provide chaperone coverage to a ratio of one chaperone per seven minor children;
  - f. **Parade Participants:** All parade participants must conduct themselves in an appropriate public manner and comply with all local and state regulations. Regulations will be enforced by appropriate agency and violations may result in removal from the parade;
  - g. **Alcohol and Drugs:** Alcohol use is prohibited per LMC 5.09.360. Alcohol use or noticeable alcohol intoxication at any time during lineup or during the parade will result in immediate removal from the parade. Use of illegal drugs or prescription drugs that can cause drowsiness, dizziness, and impair cognitive functioning are also prohibited;
  - h. **Unsafe Actions:** There is to be no throwing of objects/candy from the parade floats/vehicles. There is to be no spraying of water or other fluids. There is to be no smoking, open flames, or fireworks on or near parade float/vehicle;
  - i. **Animals:** Parade participants must properly collect and dispose of all animal waste from the parade;
  - j. **Final Participant Agreement:** The undersigned has read, understands, and agrees to comply with the rules prescribed by the Parade Committee. Noncompliance with parade rules may result in removal from the parade event.

\_\_\_\_ I have read the Self-Enforcing Guidelines for Parade Special Event Permits and Agree to Adhere to them.

\_\_\_\_\_  
 Special Event Permit Applicant Signature

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Date