

## Entry Confirmation Information

The parade will be held Friday, December 2nd at 7pm. Please see the attached line-up for your entry number, staging time and staging location. The parade committee has considered many options for staging and feels this staging area will be the best location. We are confident that the guidelines printed in the entry form, as well as those listed below will ensure a parade that runs smoothly for participants, spectators, staff and the parade coordinator. Please read these guidelines carefully and share this information with all of the participants in your group:

### ARRIVAL

- \* Participants must enter the staging area via **Commerce Center to Via Montezuma to Del Rio or Jefferson to Calle Cortez or Las Haciendas, report to staff** and proceed to **designated numbered cone**.
- \* You must enter from **the above roads** if you are in a parade vehicle. If you are just dropping off a parade participant you will need to park and walk your participant into staging.
- \* Your entry must report to staging at your designated time. Staggered arrival times ensure a smoother check-in; therefore, you must be on time.
- \* Liability waivers must be turned in at staging and given to a city staff for EACH participant in your entry before the parade begins (prior to parade you may bring or mail them to City Hall)

### PARKING/ STAGING/ DE-STAGING

- \* For participant safety, please caravan to the parade when possible, especially with large groups! This will ensure a smoother experience and more parking availability.
- \* Most entries will be staging on Del Rio Road, Calle Cortez or Las Haciendas; larger entries and most bands will be located on Jefferson. Please see **Arriving to the Parade** section for directions.
- \* Del Rio Road, Calle Cortez and Las Haciendas will be closing at 4:00pm to begin set-up of the staging area. Please do not plan on arriving prior to 5:00pm.
- \* Old Town Front Street will be closing at 6pm. Moreno Road and Mercedes will stay open for the duration of the parade with access from the north end of Old Town only.
- \* There is free public parking available at the Stampede parking lot, the parking structure and the dirt lot on the corner of Santiago and Ynez.
- \* There will be light towers and restrooms along the staging and de-staging areas. It might be helpful to bring a flashlight to help your entry in the staging area however.
- \* When de-staging, all entries must continue moving steadily down Old Town Front Street as not to create a back up along the parade route.
- \* If you must leave before the conclusion of the parade, you will need to park **outside** of the parade area, including the staging and de-staging areas.

### ROUTE

- \* Please maintain a steady pace to avoid large gaps between entries, especially toward the end of the route. Keep a close, but safe distance between the entry in front of and behind you.
- \* Younger children should be placed on a moving vehicle for their safety and to ensure this even pace throughout the entire route (not including staging and de-staging).
- \* Parade staff/volunteers will be placed along the route for marshaling/ crowd control purposes.
- \* The judging area will be located just south of the north arch (Starbucks parking lot) on the west side (left hand side) of the route.
- \* Performances in front of the judges are limited to 25 seconds. Please ensure your entry is **centered** on the red line for judging purposes.

## ROUTE CONTINUED...

- \* The judging/hospitality area will also serve as the "lost and found" and minor first aid center (band aids only). If you need medical attention please let a staff member know. The Police Command Post will be set-up at the store front on Mercedes in front of the parking structure.
- \* Please note the quiet area just prior to the judging area – at this point, please turn off all music – as soon as the entry ahead of you leaves the judging area, you may turn your music back on.
- \* The City of Temecula reserves the right to alter the entry numbers up to the time of parade kick-off.
- \* All float entries must comply with the fire department regulations. There must be a fire extinguisher carried on the float. **Fire staff will be checking!**

## EQUESTRIAN STAGING

- \* All equestrian entries will be staging in the back area of SW Christian Church, 28030 Del Rio Road.
- \* You must enter the staging area from Via Montezuma to Del Rio Road.
- \* Please check-in with the staff member at your staging area.
- \* After unloading your trailers please take them to the de-staging area and park on the west side of Old Town Front Street; staff will direct you.
- \* Please remember to clean up after your horses along the route and in the staging and de-staging areas.

## BAND STAGING

- \* Most bands will be staging on Jefferson, some in a parking lot at 28011 Jefferson Ave (see staging location attachment for exact location).
- \* Staff will meet you on Jefferson south of Calle Cortez where the pedestrian fencing begins.
- \* Your transportation must use Jefferson heading south bound.
- \* Your buses will stop on Jefferson for you to exit into your staging area. Vehicles will not be allowed into the parking lot.
- \* Please check-in with the staff member at your staging area.
- \* After unloading, your vehicles will continue south on Jefferson through Old Town and cross the intersection of Santiago/ Old Town Front Street. Staff will meet you for parking in the de-staging area
- \* **NOTE: If your drivers can follow the instructions above you will be issued a transportation stipend following the parade. If you fail to abide by the above directions you will forfeit the stipend.**

The attached map should help you to better understand the staging areas, parade route and de-staging. Please feel free to contact me at (951) 693-3947 if you should have any further questions. Thanks, and I look forward to seeing you at the parade!

Dawn Adamiak  
Recreation Supervisor  
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(951) 693-3947  
(951) 240-4268 Special Events Hotline



## Arriving to the Parade

### DEL RIO STAGING

- \* All parade vehicles will need to enter Del Rio from Jefferson heading south bound to Via Montezuma or from Commerce Center
- \* ONLY PARADE VEHICLES WILL BE ALLOWED INTO THE STAGING AREA!
- \* If you have supplies to drop off you will need to park and walk those into the staging area for safety reasons

### CALLE CORTEZ STAGING

- \* All parade vehicles will need to enter Calle Cortez from Jefferson heading south bound
- \* ONLY PARADE VEHICLES WILL BE ALLOWED INTO THE STAGING AREA!
- \* You will turn right onto Calle Cortez and staff will direct you to your staging location
- \* If you have supplies to drop off you will need to park and walk those into the staging area for safety reasons (there is no parking on Jefferson)

### LAS HACIENDAS STAGING

- \* All parade vehicles will need to enter Las Haciendas from Jefferson heading south bound
- \* You will turn right onto Las Haciendas and staff will direct you to your staging location
- \* ONLY PARADE VEHICLES WILL BE ALLOWED INTO THE STAGING AREA!
- \* If you have supplies to drop off you will need to park and walk those into the staging area for safety reasons (there is no parking on Jefferson)

