



## 2025 Parade Entrant Instructions and Maps

The Town of Clayton and the Clayton Rotary Club are pleased you have chosen to participate in the 2025 Christmas Parade. **If you have not already done so, please review the Entrant Rules and Requirements** (available for download at [www.claytonchristmasparade.org](http://www.claytonchristmasparade.org)). **As your entry's point of contact it is your responsibility to communicate the safety information included in this email and linked on our website to all your participants. It is critical Parade participants have copies of the rules, maps and instructions for Parade assembly and end of Parade flow, so they know where to go and to ensure participant safety. Failure to communicate safety information can result in removal from the Parade and/or being prohibited from participating in future parades.**

### Driver Licensure & Vehicle Registration

**All vehicle drivers must be 18 or older and have a valid driver's license, as well as vehicle registration, if applicable. Please have these documents available for review by Clayton Police officers in the staging area.**

### Parade Route

- The **Route begins on Atkinson Street, turns right on Main Street and ends on Main Street between Smith and Compton Streets.** The **Route Map** is included in this document.
- The public viewing area is on Main Street between Robertson and Smith Streets.
- **PLEASE SHARE THESE INSTRUCTIONS AND MAPS WITH ALL MEMBERS OF YOUR GROUP!**

### Position Assignments & Arrival Times

- Position Assignments consist of **Color Group, Section Number and Position Number.** The **Entrant Assembly Map** included in this Document shows the lineup location for each color group by section.
- On Parade Day **At the assembly area on Atkinson Street,** there will be **matching color flags with position numbers** in the appropriate location for each color group and section, with volunteers to direct you.
- **PLEASE SHARE THE INFORMATION WITH ALL MEMBERS OF YOUR GROUP!**

### Parade Assembly

- Please enter Atkinson Street from Moore Street as follows and as shown on the Assembly Map.
  - ❖ **RED ZONE Entrants must enter from Moore Street via W Horne Street.**
  - ❖ **GREEN ZONE Entrants must enter from Moore Street via Bartex Mill Street.**
  - ❖ **BLUE ZONE Entrants must enter from Moore St via Atkinson Street.**
- **Only vehicles/floats that will be in the Parade will be permitted to enter the Assembly Area!**
- Those **dropping off Parade participants** will do so at the **designated area at Fellowship Baptist Church** as shown on the **Participant Drop-Off Map.** **Please enter from West Main Street and exit to West Main Street as shown on the Map.** Volunteer Parade Marshalls will be present to direct the participants and escort children to their designated location.



- **Equipment/Decorations for vehicles/floats** must be **on the vehicle/float** prior to entering the Assembly Area **or carried in from the Participant and Equipment Drop-Off Area at Fellowship Baptist Church! Non-Parade Vehicles will NOT be permitted to enter the Assembly Area!**
- Each Entrant will have a **TIME WINDOW** for arrival based on their position in their assigned Zone (first to last). **PLEASE ARRIVE WITHIN YOUR DESIGNATED TIME WINDOW!** This is an important part of maintaining a safe Assembly Area.
- **IT IS EACH ENTRANT'S RESPONSIBILITY TO ENSURE ALL MEMBERS OF THEIR GROUP KNOW THEIR COLOR GROUP, POSITION NUMBER AND TIME WINDOW FOR ARRIVAL!**

### **Parade Finish**

- **ALL PARADE ENTRANT VEHICLES/FLOATS MUST COMPLETE THE PARADE AND EXIT OUT MAIN STREET VIA THE DISASSEMBLY AREA TO DEPART THE PARADE.** Failure to do so will result in a permanent ban from future Parades.
- **Vehicles not needing to disembark riders** may **depart** the Parade via Clayton Boulevard **from Main Street**. If there is a **need to prep the vehicle** prior to highway travel, please **pull to the Right side into an available space CLOSEST To/BEFORE Durham Street in the Main Street Disassembly Area.**
- **Vehicles/Floats disembarking riders MUST do so in the Disassembly Area between Smith and Durham Streets.** Please **pull to the Right side into an available space CLOSEST To/BEFORE Durham Street (see Finish Map).** After disembarking riders and securing the vehicle/float for the road you will **exit out Main Street to Clayton Boulevard.**
- **Walkers not participating with a vehicle/float** will exit down Smith Street to the Second Street Pickup Area or to walk to their parked vehicle/destination (see Finish Map).
- **Participants disembarking from vehicles/floats** will exit the Disassembly Area down second Street to the Pickup Area or to walk to their parked vehicle/destination (see Finish Map).
- **If you are picking up participants,** please queue on John Street entering from E Horne Street. To ensure participant's safety you will enter the Second Street pickup area when instructed.

**Pickup Vehicle Drivers.** **The pickup area will operate like the Airport. If your participant(s) is NOT available when you drive through the Pickup Area you will be directed to continue through and circle back by exiting LEFT onto Smith Street, then turning LEFT on East Horne Street and finally turning LEFT on to John Street to Reenter the queue.**

We strongly recommend **Pickup Vehicle Drivers** time their arrival based on the participants' position in the Parade, thus avoiding the need to repeatedly loop through the queuing route.

### **Entrant Position and Drop Off/Pickup Placards**

- **IT IS EACH GROUP'S RESPONSIBILITY TO PRINT AND DISTRIBUTE THE APPROPRIATE PLACARD TO EACH OF ITS MEMBERS.** These will assist volunteer Parade Marshalls and Clayton Police officers in directing participants.
- **Drop Off/Pickup placards** must be displayed and **clearly visible in the vehicle windshield.**
- All Entrant Placards must have the **Color Group circled, Position Number and Time Window filled in.**



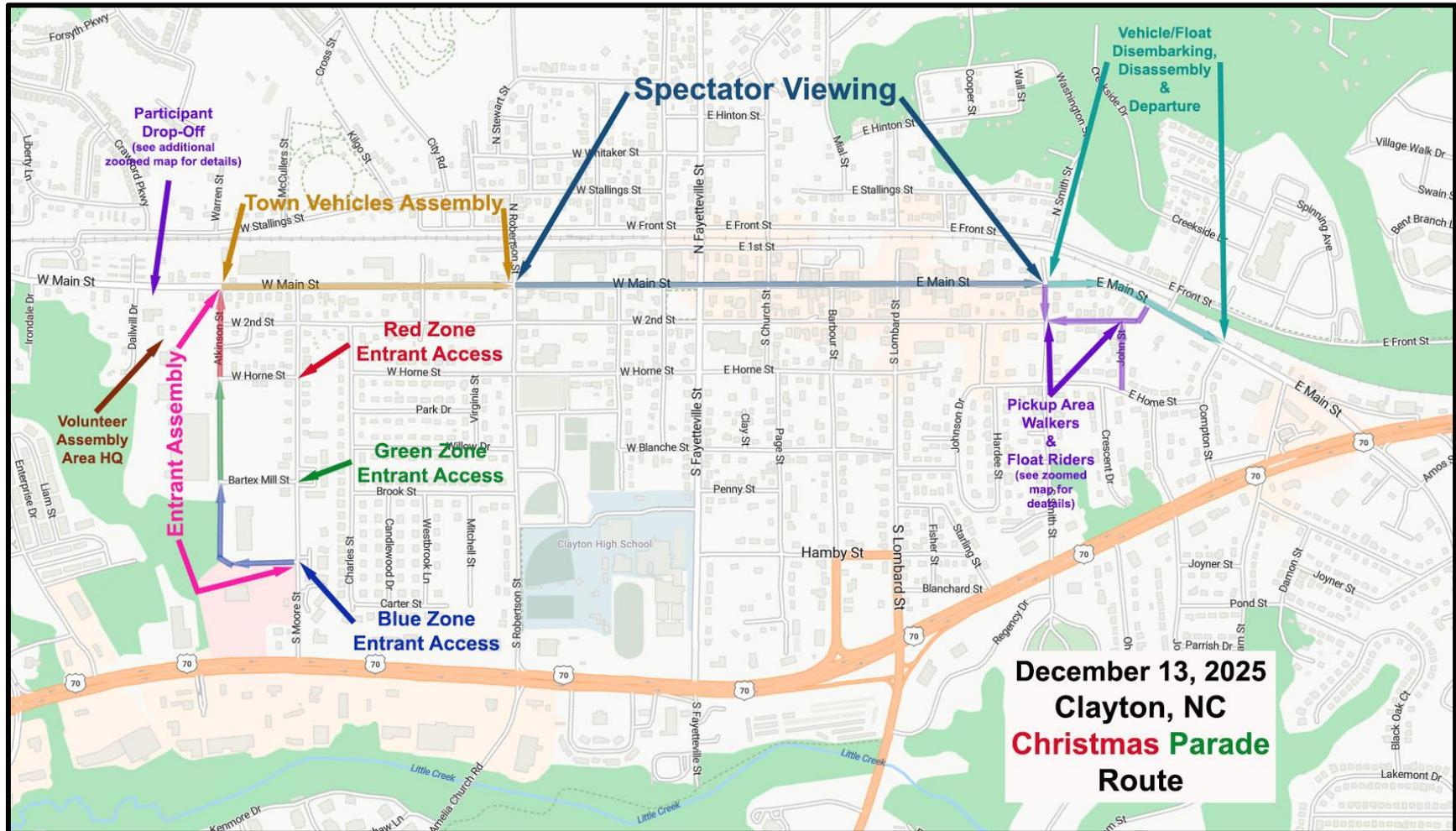
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- Each member of an Entrant group must have a copy with them.
    - **Vehicle/Float drivers** must have them displayed and **clearly visible in the vehicle windshield**.
    - **Float Riders and Walkers** must carry a copy for review by volunteer Parade Marshalls and Police Officers, if asked.

### Parking

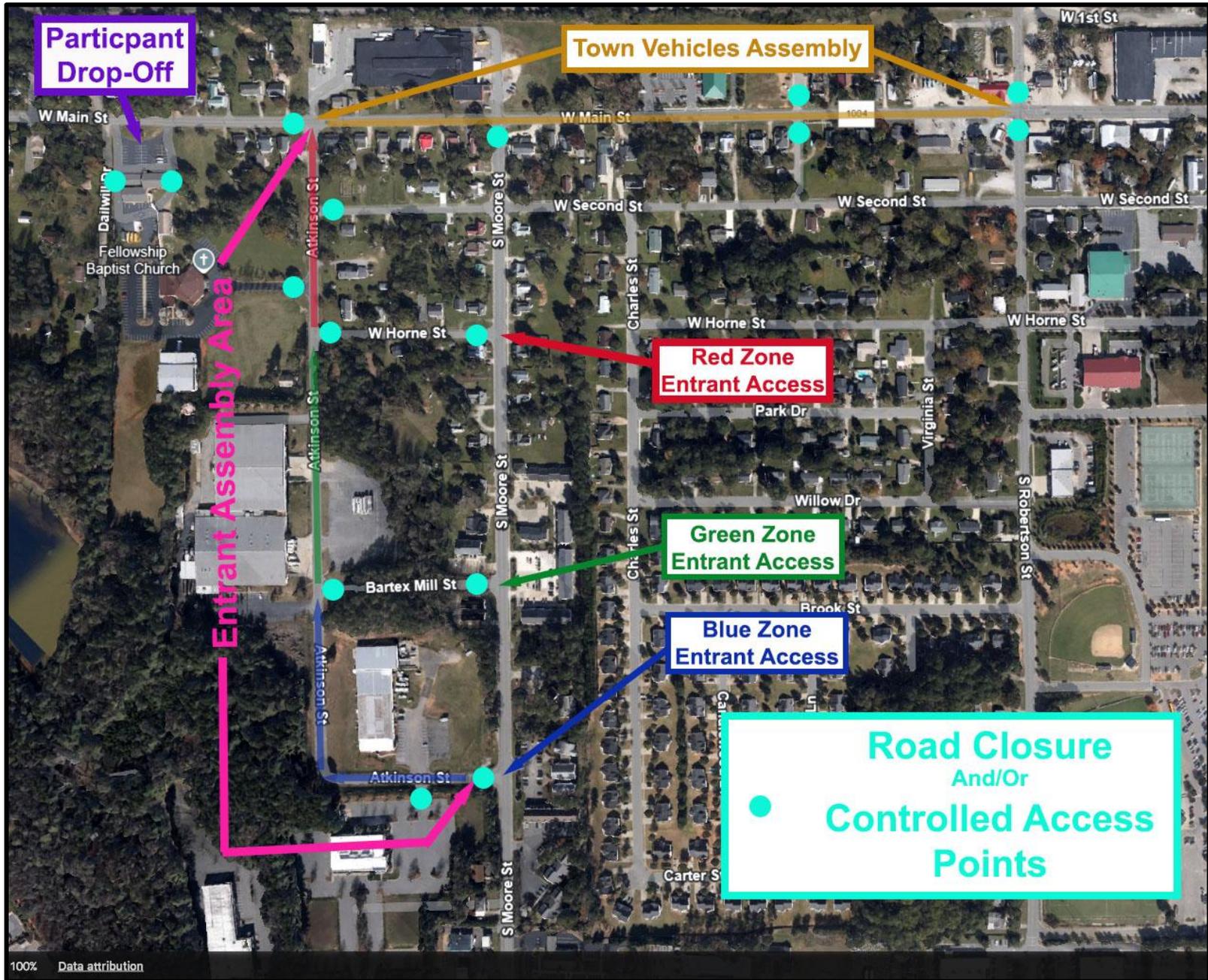
Parade participants not arriving on a float or being dropped off that require parking are responsible for finding it on their own. If you park in adjoining neighborhoods, please respect designated no parking areas and do not block driveways.

**THANK YOU FOR YOUR PARTICIPATION AND COOPERATION.  
LET'S HAVE A SAFE AND GREAT PARADE!**

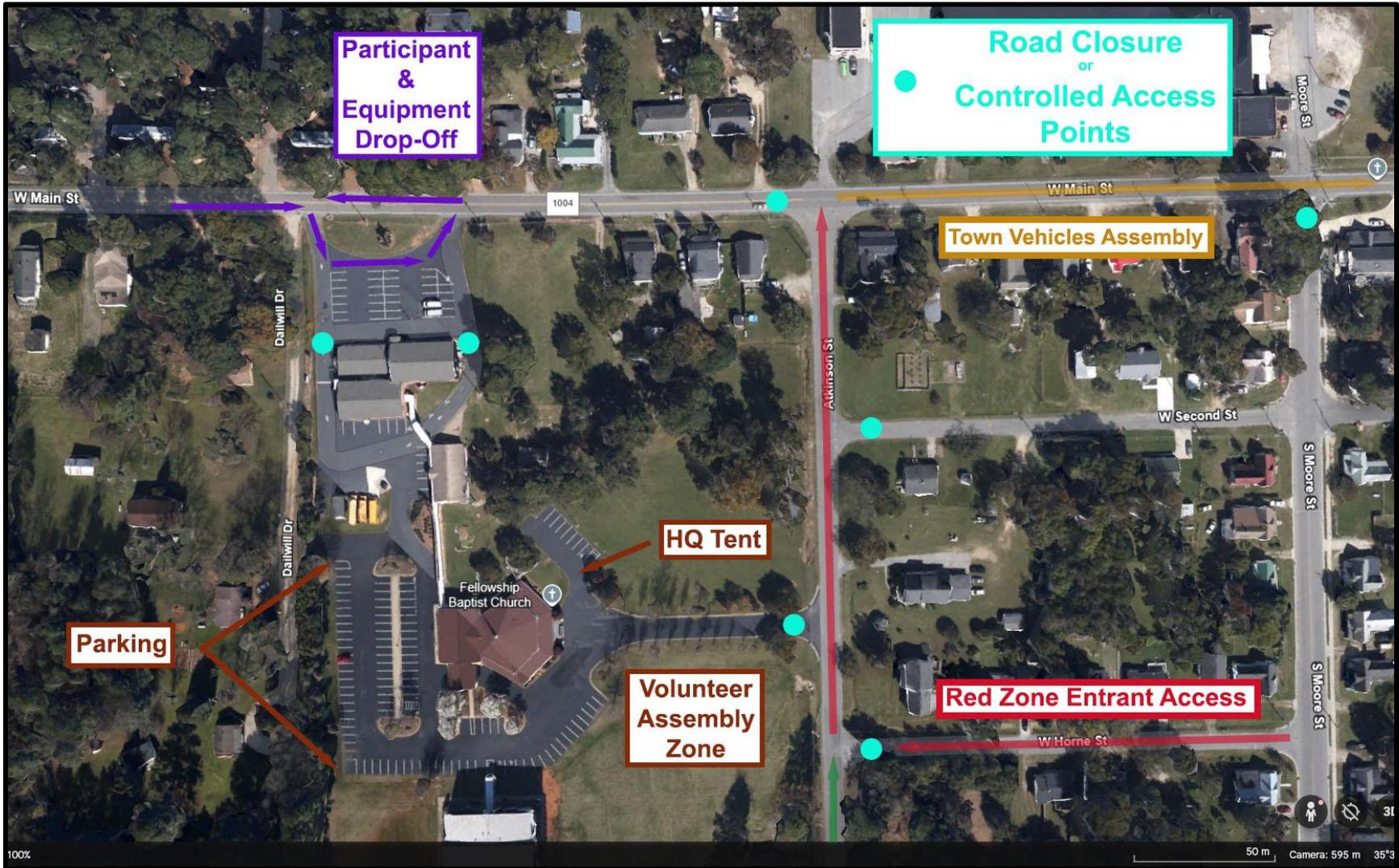
# Route Map



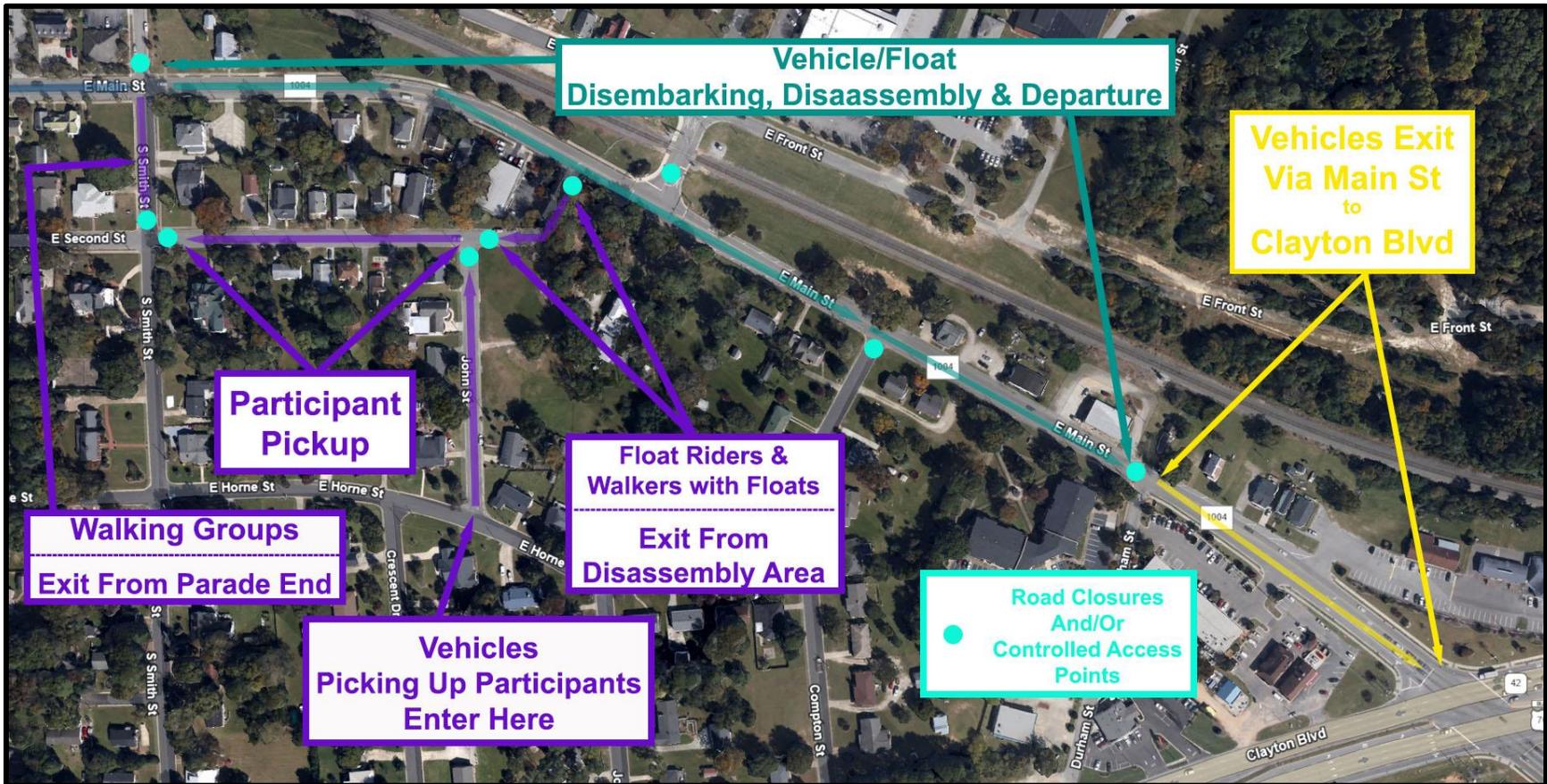
# Assembly Area Map



# Participant/Equipment Drop-Off Area Map



# Parade Finish Area Map





**Christmas Parade  
Participant/Equipment  
Drop Off  
And/Or  
Pickup**



# Christmas Parade Entrant

Your Zone Color Group (circle one)

Red

Green

Blue

Position Number: \_\_\_\_\_

Arrival Time Window: \_\_\_\_\_