

REGULATIONS AND PROCEDURES - 2025

VIENNA HALLOWEEN PARADE

To provide an organized, entertaining and safe parade, the Town of Vienna has adopted the following regulations and procedures:

REGISTRATION AND APPLICATIONS:

1. Any person, organization, club, business, or group may apply to participate in the parade. All regulations must be followed.
NO GAPS BETWEEN GROUPS ARE PERMITTED.
2. All units or individuals must be registered with the Parade Committee by the deadline date of **September 19, 2025**.
3. This parade is primarily to be viewed by children. All entries must be in good taste and contribute to the overall theme of the parade.
4. Registrations are subject to the approval of the Parade Committee. The Parade Committee may deny participation to any unit or individual not in accord with these Regulations and Procedures.

ELECTED OFFICIALS AND POLITICAL CANDIDATES:

1. Politically related entries in the parade are restricted to federal, state and local officials that represent Vienna, to include the Town's Mayor and Council. These entries are to be placed in the beginning of the parade as they are recognized as dignitaries.
2. Individuals running for political office or re-election must coordinate their participation in the parade with the local Democratic or Republican Committee.
3. If an individual does not affiliate themselves with the Democratic or Republican Party, that applicant will be assigned a position in the same general area of the Democrats and Republicans in no particular order that will be determined randomly.
4. Political entries must comply with the parade's Float Policy.
5. A political float cannot be decorated only with red, white and blue bunting and/or political stickers. It must follow the theme of the parade and be entertaining to the total audience, which includes children.

FLOATS:

1. All vehicles must comply with the parade's Float Policy with the exception of the following: police vehicles, fire equipment, OFFICIAL parade cars, and antique cars.
2. Any self-powered vehicle must be decorated, covering more than 75% of the vehicle. The pulling unit need not to be decorated. All floats must reflect the theme of the parade.
3. It is important that floats arrive on schedule by the route designated.
4. All auxiliary units must be registered and contribute to the theme of the parade.
5. For safety reasons, walkers alongside of floats are not permitted.

BANDS, MAJORETTES, MARCHING UNITS, SPECIALTY GROUPS:

1. All units must maintain movement along the parade route. Stopping for an individual or group's performance or routine will not be permitted at any point along the parade route, including the Reviewing Stand. If a routine is to be performed, it must be at a moving pace at an advancing rate of no less than one-half step. Failure to comply will result in a disqualification and removal from future parades.

GENERAL:

1. **Tossing of or handing out of items (candy, literature, balloons etc.) along the parade route is strictly prohibited.**
Please contact Lily Widman (lily.widman@viennava.gov) if you're interested in donating 1000 kid friendly items to the parade goodie bags.
2. **For safety reasons, and to keep the parade moving along at a steady pace walker are not permitted any physical contact with parade onlookers.**
3. Maximum number of participants in a performing group is 75.
4. Bicycles or motorized vehicles NOT REGISTERED WITH THE PARADE COMMITTEE are strictly prohibited.
5. All groups comprised of children are strongly encouraged to have adequate adult supervision. We recommend bringing flashlights as the side streets can be very dark.
6. Animal units must provide a clean-up crew to walk behind their animals.
7. Balloons may not be released into the air as described in the attached state law.
8. **Parents dropping off their children must have an adult to escort them to their line-up space. There is no place to park your car and walk children to their space.**
9. Any parade vehicle that is not a Firetruck or Emergency Vehicle **must not use air horns or sirens.**
10. Firetrucks and EMS Vehicles must follow the siren policy attached.
11. No open flames or sparks.

PENALTIES:

Any participants who are judged by the Parade Committee to be in violation of the above rules will be removed from the parade and banned from next year's parade.

If you have additional questions, please call the Special Event Coordinator at 703-255-5738 or email lily.widman@viennava.gov.