Dominion Energy®

Christmas Parade

2026 Rules & Regulations

Contact Information:

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General Information:

1. The Parade will be held Saturday, December 5, 2026 and will begin near 10th and Marshal and then turn right on Broad Street and proceed west concluding at Allen Street.
2. The 2026 theme for the Parade – **MAKING MAGIC MOMENTS!**
3. The Parade will be held **RAIN OR SHINE**.
4. All units must submit a completed application and have approval to participate in the Parade. All applications must be submitted online by **Friday, October 23rd**.
5. The appropriate entry fees will be due no later than **Monday, November 2nd** by check, Venmo or Credit Card (4% processing fee added). Fees are non-refundable once your application has been accepted and check deposited, Venmo received or credit card run. Parade entry categories and fees are:
   - **Corporation- $1,000**
   - **Local Business - $600**
   - **Dance/Cheer/Twirlers - $500**
   - **Professional Associations - $400** (an organization group or club seeking to further a particular talent or profession and the interests of individuals engaged in that profession, as well as the public interest)
   - **Non-Profits - $250** (must be able to provide a 501c3 certificate or EIN)
   - **State or local government - $250**
   - **Chorus, JROTC or Military School - $250**
   - **Non-Televised Units - $175** (participates in the parade but is not televised on the live broadcast; spaces are limited for this category; groups that apply for another category and are not approved due to space constraints or other reasons may be offered a non-televised spot)
   - **Bands $0**
   - **Christmas Mothers $0**
   - **Equestrian Groups $0**

7. Corporate recognition, or overt representation, of any kind within a unit will automatically

be designated as a Corporate Unit. Absolutely no additional logos, company names or representations other than those of the approved unit may be visible in the unit.

8. Receipt of application does not guarantee acceptance in the Parade. You will be notified via email if your unit is accepted. Your script information for television Parade coverage must be **received no later than Friday, October 23rd using the Parade's online application on the Parade website.**
9. In November, you will be sent special Parade "hang tags" to enter the line-up area. This hang tag must be displayed on Parade Day. Any vehicle without the hang tag will not be permitted to enter the line-up area.
10. In order to meet the broadcast time constraints, the Parade Committee is forced to limit the number of participants. The following is a list of those units that are generally NOT ACCEPTABLE as Parade entries. Note: Parade officials may make special exceptions at their discretion.

- **Automobile/Car Clubs**
- **Beauty Pageant Winners**
- **Athletic & Cheerleading Clubs**
- **Non-Performing/Walking Groups/Individuals**
- **Decorated Cars & Trucks**
- **Commercial Vehicles**
- **Boy/Girl Scouts (Walking Groups)**
- **Marching Units with Artificial Sound**

11. Since many organizations are similar, the Parade Committee is forced to limit the number of similar groups accepted. **If this is your first time in the Parade, your application must include an image of your entry (float, group, vehicle, etc.). If your first-time entry includes a performance, you must also include a performance video or link. The video can be a practice video, but it must be clear and audible.**
12. **Theme:** All units must reflect a holiday theme, or the theme chosen by the Parade Committee, and must not be predominantly commercial in nature.
13. **Code of Conduct:** The Richmond Christmas Parade is a family-friendly event for all ages, and every unit in the parade is expected to respect this. All costumes, outfits, behavior, attitude, language, and dance moves must be appropriate for a young audience and will be held to a high standard. Examples of inappropriate attire or behavior include, but are not limited to, nudity, foul language, and suggestive dance moves. Failure to comply may result in being asked to leave the parade immediately with no warning and may jeopardize a group's approval to participate in following years. All decisions are at the discretion of Parade officials and are final.
14. **Costuming/Props:** Please remember that **absolutely no Santa characters are allowed** with the exception of the Official Parade Santa Float. Santa hats are permissible. Festive costumes with bright colors draw attention from the audience on the Parade route and the television viewers.

Rules:

1. **Throwing Items prohibited:** No materials of any sort (candy, toys, leaflets, etc.) are to be thrown to the spectators. Parade officials and the Richmond City Police strongly discourage distribution of items from the floats or any other unit due to safety concerns. Violations of this rule may result in the removal of the unit from the Parade, and a possible ban from participation in next year's Parade.
2. **No Alcohol:** Please refrain from the use of alcoholic beverages before and during the Parade. Anyone disobeying this rule will be removed from the Parade. Additionally, the entire unit could be removed at the discretion of Parade officials.
3. **Additional Vehicles:** Vehicles needed by a unit will be provided by the Parade. No other vehicles may accompany units unless they are authorized by Parade officials prior to Parade Day.
4. **No Changes:** Your unit must look exactly as described and accepted in your application**. Any unauthorized changes or additions (including additional vehicles) to your accepted application may cause disqualification of your unit at the time of the Parade.**
5. **Guns:** No loaded guns of any kind are permitted, except those worn by Law Enforcement Officers. Unloaded antique guns or prop guns are permissible.
6. **Offensive Symbols:** Symbols that can be construed as offensive may not be in the Parade. This includes, but is not limited to, the Confederate Flag and the Swastika.
7. **No outside ads logos or company representations**: Any company name logo or representation other than that of the approved unit is prohibited unless approved in advance by parade officials.
8. **Disband Area:** Disband will take place on Allen St. between Broad St. and Leigh St. There will be a shuttle bus to take participants back to their cars near the staging area.
9. These Rules & Regulations are subject to change without notice at the discretion of the Parade Committee.
10. All applicants knowingly and at their own risk, in consideration of their acceptance as a participant, hereby forever waive and release any and all claims for injuries or illness that anyone included in and participating from their organization may incur as a direct or indirect result of their participation in the “Dominion Energy Christmas Parade,” against Richmond Parade Inc. and its committee, the City of Richmond, any sponsor, or any other group or individual sustaining or associated with this Parade. By virtually signing the application, organizations acknowledge that they have read, understand, and accept their responsibility and liability for their safety and that of their participants' safety and health during the Parade. All applicants agree that if their unit is accepted, all involved will abide by the rules and regulations enclosed as established by Richmond Parade Inc. and its committee.
11. **Insurance Requirements:** Upon approval of entry, all participants should **provide evidence of their general liability insurance**, and if participants are using an automobile in the parade, the participants should also **provide evidence of their automobile liability insurance**.

Day of the Parade:

Please be PROMPT! Tardiness may cost your participation in the Parade. You should arrive at

your assigned time, which will be listed in your Participants' letter. Parade entry will be specified on the back of the special unit hang tag.

1. The Parade will be held **RAIN OR SHINE**. Dress warmly, be safe, and have fun!
2. Groups or volunteers are highly encouraged to park at the designated lot near staging. Details will be sent to every unit in mid-November. Free shuttle buses run between 11:45am and 2:45pm to transport individuals from the disband area back to the designated parking garage(s).
3. Space is limited at the Parade staging area, and only those vehicles with the official parking permits will be allowed to enter.
4. Roll call of all units will be conducted at 9:30 a.m. Once this is complete, any unit that has not arrived will be eliminated from participation in the Parade.
5. Please start performing while on 10th Street before reaching Marshall Street so the children and families inside CHoR can get the full parade experience. Continue to perform while turning onto Broad St. while passing the broadcast area and the reviewing stands at 9th and Broad.
6. **ALL UNITS MUST KEEP THE PARADE MOVING AT ALL TIMES!** Please remember that unless directed by Parade officials or a police officer, there is to be NO STOPPING!
7. **Sound:** To ensure spectators can hear sound associated with your unit, use a 10" speaker using a QSC k10.
8. ***Units must listen to and comply with instructions from Parade officials, including division captains and parade marshals. Failure to follow instructions jeopardizes the safety of all who participate in the parade and will result in a group not being approved to participate in future years.***

Horses & Other Animal Units:

All units with live animals MUST make their own arrangements to have animal droppings "scooped" immediately. No automobiles or trucks should be used for picking up the droppings. Animal waste should NOT be dumped at the Parade disband area.

Floats:

Richmond Parade, Inc. offers professional float building services as a part of our sponsorship packages. In addition to a custom float, there are sponsorship benefits which include convenient parking and VIP viewing in the reviewing stand area in front of the Science Museum. For more information regarding sponsorship opportunities, please contact Tara Daudani at Director@richmondparade.org.

Float Design:

1. The first step in planning any float is to thoroughly read all of the information concerning entry fees, deadlines, transporting the float and most importantly, safety requirements, and Parade Rules and Regulations. The next step is to borrow/rent a float trailer, which will determine the size of the float. In general, each float must be completely covered on all exposed parts, including the wheels of the vehicle. Floats should be constructed and decorated so that either side is equally appealing.
2. In all phases of float design, try to keep the format as fun and as appealing to the eye as possible. If the theme is humorous, make sure that no one can be offended by it. All floats

must reflect the holiday season or theme and must NOT be predominantly commercial in nature. **All entries MUST send a picture or sketch of the unit with the application.**

3. If a picture or sketch is not received the application will be denied. Floats that do not meet standards for appearance will NOT be allowed in the Parade.
4. All floats must be complete and available for inspection by Parade officials one week prior to the date of the Parade. A float inspection by Parade officials is not mandatory; however, the participant should be prepared for an onsite inspection should one be requested.

Building Specifications:

1. **Dimensions:** The maximum dimensions of the unit shall not exceed: Length - 36 feet; Height - 14 feet; Width - 12 feet.
2. **Generators:** All generator ground wires should be in compliance with SECTION 150.6 of the National Electrical Code. All electrical lines should be fused on larger than 15 amps. All generators MUST have gas tanks of sufficient size to supply units for the duration of Parade. There will be no refueling during the Parade.
3. **Frame**: No part of the frame, when fully decorated and loaded can be lower than 6" from the ground.
4. **Deck**: The deck must be entirely covered with a decorative material. To calculate the amount of material needed, calculate the length times the width of each differently colored area.
5. **Props & Structures**: All props and structures on the deck must be: fireproof, of sound construction, and professional in appearance. It is recommended that everything attached to the deck be covered with floral sheeting (or a similar type material). Props should be shaped by cutouts, plywood or wallboard. Forms should be covered with chicken wire using brads, nails, staples, etc. The decorative covering should then be cut and stapled, pinned, or hog-ringed to cover the prop. The amount of decorative material used for covering flat areas is figured the same way as the deck covering.
6. **Skirt**: Skirting should consist of the floral sheeting or other decorative material. Festooning and fringe should be used on the skirt to outline form and shape. Petal festooning should be used to cover the fringe line where the skirt ends to the white header of the fringe. Festooning is also ideal for wrapping poles, creating canopies, or forming letters in any script. Calculate the total length of the skirt in linear yards by adding both ends and both sides of the skirt.
7. **Signage:** Floats may bear the name of the organization/business and the name of the theme depicted by the float. All signs must be of high quality and easily readable to spectators.
8. **Lettering & Logos:** Letters on each float should fit into the overall size context of the float. In most cases, the letters should be no more than 14" high. Size of logos should be uniform with other words displayed on floats.
9. **Wheel & Dolly Clearance:** Sufficient wheel and dolly clearance should be incorporated so that no interference with the chassis, or any associated structure, will occur during any mode of the operation of the float.
10. **Sound:** If there is music on the float, it must be kept at a volume level which will not detract from adjacent units.

Fire Regulations:

All floats must adhere to the following Fire Regulations:

1. **Each float must be equipped with one 10 lb. ABC type fire extinguisher (minimum).**
2. Pass final inspection by City Fire Marshal. Fire-proofing decisions are made at the discretion of the City Fire Marshal; the Parade Committee has no authority over these decisions.
3. For additional information, refer to Section 46.1-6 of the BOCA basic Fire Prevention Code:
   - Parade floats. All decorative materials utilized on Parade floats shall be **flame resistant in accordance with the field test of N.F.P.A. 701**. All motorized apparatus utilized for Parade floats shall be provided with a portable fire extinguisher with a minimum 2-A: 10-B:C rating, to which the operator shall have ready access. Any Parade float utilizing special effects designed to create smoke, flame, and heat or sparking condition shall be approved by the fire code official prior to utilization. (Ord. No. 2006-150-165, § 3, 6-12-2006)
4. If you have further questions, please call the Richmond Fire Department at (804) 780-6333.

Float Riders & Walkers:

1. For floats that have standing riders, seat belts or safety railings should be incorporated. Flooring must have adequate strength to safely hold all riders. No sharp projections shall be present about the perimeter of the float from a height of ground level to 7 feet above ground.
2. Float riders should be used only when they serve a useful function to the overall theme of the float and must be costumed appropriately to fit that theme. All riders should be encouraged to stand or sit in the middle of the float.
3. Any float riders under 12 years of age must be accompanied by an adult.
4. Float sponsors may have up to 10-15 walkers with their floats. Walkers are encouraged to be costumed or festive in appearance to comply with the general theme of the float and be equally spaced out along the float.
5. Above all, please remember that the Christmas Parade is for children of all ages! All participants, both walking and riding, should make every effort to elevate the entertainment value of the Parade to spread the joy and spirit of the holiday season.

All Floats Must:

1. Be complete and ready to go prior to reporting to the inspection area; however, minor alterations may be necessary due to transportation considerations.
2. Report to the assigned division location by the time designated on your Participants letter on the day of the Parade. The pulling unit and driver will remain with the float, where it is placed within the formation area by the Parade official. No other vehicles may accompany the float unless they are authorized by Parade officials prior to Parade Day.