Event Logistics Outline for Parade

Date: [Insert Date]

Location: [Insert Location]

1. Event Overview

Description of the parade, purpose, and expected attendance.

2. Timeline

- Start Time: [Insert Start Time]
- End Time: [Insert End Time]
- Setup Time: [Insert Setup Time]
- Cleanup Time: [Insert Cleanup Time]

3. Route Details

Parade route description, including start and end points, and major intersections.

4. Permits and Approvals

- [Insert Required Permits]
- [Insert Approval Details]

5. Participants

List of participants including floats, bands, and community groups.

6. Safety and Security

Overview of safety measures, security teams, and emergency contacts.

7. Communication Plan

Details on how information will be communicated to participants and the public.

8. Budget Overview

Estimated costs and funding sources for the parade.

9. Contact Information

Event Coordinator: [Insert Name]

Email: [Insert Email]

Phone: [Insert Phone Number]