



December 3, 2025

TO: 2025 Parade Entry Coordinators

Thank you for joining our 2025 Christmas in the Park Parade, which will take place on Saturday, December 13<sup>th</sup>! We are very excited about your participation. To make the parade run smoothly and successfully, please make your group aware of the following information:

1. ARRIVAL TIME: Parade participants may begin assembling at **8 am** at the designated locations outlined below. There will be volunteers to assist with finding your group's gathering location and float space, and to line everyone up in parade order. The parade does not begin until 10am, so this should provide enough time to line everyone up in order if instructions are followed.
2. FLOATS: All motorized floats, decorated vehicles & golf carts should enter the City of Litchfield Park by turning onto Wigwam Blvd./137<sup>th</sup> Ave. from W. Indian School Rd. After turning onto Wigwam Blvd., you will make your first left (at Turtle Park) onto Villa Nueva Dr. Please follow Villa Nueva Dr. westbound down to your float lineup location and line up westbound in parade order along Villa Nueva Dr. (There will be signs and volunteers to assist.) Please pull into your designated space and do not double-park on the street.
3. WALKERS/MARCHERS: **NEW THIS YEAR** - All walkers/marchers will line up in Staggs Park located at 300 S. Old Litchfield Rd. The designated drop off area is on the Southbound side of Old Litchfield Road, directly in front of Staggs Park. *This includes those who are accompanying motorized floats and decorated vehicles.*

For groups with marchers AND floats - **Please do not try to line up children in the street with your float.** If you do, you will be asked to escort your children to Staggs Park. **THIS IS FOR EVERYONE'S SAFETY.** Please don't worry! Your marchers will join your group's float as it approaches the crosswalk in front of Tierra Verde Lake in parade order. Your group will have sufficient time to form one unit and get everyone in place before you proceed onto Old Litchfield Rd. and officially enter the parade.

4. WALKERS/ MARCHERS DROP OFF: Parents who are dropping off children will do so in front of Staggs Park (300 S. Old Litchfield Rd). The drop-off location is on the southbound side of Old Litchfield Road. Volunteer staff will walk children to their group's lineup spot in Staggs Park. To keep drop-off open to all, please **DO NOT PARK IN FRONT OF STAGGS PARK.** This will be strictly enforced by Avondale PD and City Staff. *School Buses will receive separate instructions.* Volunteers will be on site to meet the walkers and escort them to their group. Once your child(ren) have been dropped off, proceed southbound down Old Litchfield Rd. to the light at Indian School Rd.
5. PARENT/SPECTATOR PARKING: Parents are encouraged to find parking in the following public lots, so they can enjoy the parade and meet up with their children at its conclusion: the parking lot on the east side of City Hall, the gravel lot on the north side of Honeysuckle St. between Desert Ave. & Old Litchfield Rd., the library lot, and the Rec Center lot are all available for public parking.
6. ADULT PARTICIPANT PARKING: Adults who are marching in the parade should find a parking space on a side street off Villa Nueva Dr. and walk over to Staggs Park. You will not be allowed to park on Villa Nueva Dr. where the floats are lining up. Please do not block any driveways. You will also not be able to park on Old Litchfield Rd. along the parade route. We encourage parking in the North or South lot of Litchfield Elementary School (Spoiler alert: This places your vehicle closer to the end of the parade route!)
7. SAFETY WITH CANDY: If your group is offering candy during the parade, please have your participants toss candy gently underhand towards the curbs. Please do not throw candy into the street or chuck it into the crowd. Walkers may also hand out candy along the parade route. Following these safety precautions will help prevent safety hazards and keep a steady procession of parade entries. Thank you for your cooperation.

8. THERE IS ONLY ONE SANTA: Santa and Mrs. Claus will be the last parade entry. **ABSOLUTELY NO OTHER SANTA OR MRS. CLAUS WILL BE ALLOWED IN THE PARADE.** Parade entries that bring someone dressed as a Santa or Mrs. Claus look-alike will be asked to remove them. If they do not cooperate, they will be asked to leave.
9. WEATHER: Christmas in the Park is a “rain or shine” event. Inclement weather could cause delays.
10. PARADE DISBURSEMENT AND BREAKDOWN:
  - **WALKERS/MARCHERS** – At the intersection of La Loma Ave. & Desert Ave. all walkers will turn left around the roundabout, heading east on Honeysuckle Ave. to disburse safely away from the intersection. Post-parade pickups will be at the northern edge of the City Hall parking lot, which is on the east side of City Hall. This is where parents and bus drivers can pick up the children. Please follow the signage and Staff instructions.
  - **FLOATS** - All motorized floats, decorated vehicles & golf carts will continue south on La Loma Ave. Floats will turn right into the dirt lot at the roundabout. This is where you can park and breakdown your floats. Parade Breakdown signs will be posted, and City Staff will help guide floats to parking and/or exits. Please keep breakdown to 20 minutes.

### **ADDITIONAL INFORMATION**

Christmas in the Park runs from 9am- 3pm in Litchfield Square Park. The parade itself will begin at 10am and end at approximately 11am. Please stay and enjoy the rest of the day’s festivities with your families. The event is free and open to the public.

#### **Parade Route (see attached map)**

- Parade starting point is 300 S. Old Litchfield Rd.
- Parade begins by heading north on Old Litchfield Rd. to Wigwam Blvd.
- Parade will continue through the roundabout at the intersection of Old Litchfield Rd. and Wigwam Blvd. and head north approaching Village Parkway.
- Parade will continue west on Village Parkway until it reaches La Loma Ave., where the parade ends.
- Parade route is approximately 0.8 miles.

#### **Road Closures**

- A. The flagpole area at the center of town (Wigwam Blvd. & Old Litchfield Rd. intersection) will be closed on Saturday, Dec. 13 from 6am to 12pm to accommodate the parade.
- B. Eastbound and westbound lanes of Wigwam Blvd. between the Wigwam Resort entrance and Desert Ave. will be closed on Saturday, Dec. 13 from 6am to 12pm to accommodate the parade.
- C. Southbound lanes of Old Litchfield Road between Village Parkway and Wigwam Blvd. will be closed on Saturday, Dec. 13 from 6am to 12pm to accommodate the parade.
- D. Northbound lanes of Old Litchfield Rd. between Villa Nueva Dr. Village Parkway will be closed from 6am to approximately 12pm to accommodate the parade.
- E. Villa Nueva Dr. is closed to eastbound traffic between Old Litchfield Rd. and Wigwam Blvd. from 8am to approximately 11am to accommodate the parade on Saturday, December 13.
- F. All roads surrounding Litchfield Square Park (Village Parkway, Desert Ave., Honeysuckle St. & La Loma Ave.) will be closed to accommodate the festival. Village Parkway will reopen following the parade.

If you have additional questions regarding the parade, please contact the City of Litchfield Park’s Special Events Team by phone at 623-935-9040 or by email at [EventOps@litchfieldpark.gov](mailto:EventOps@litchfieldpark.gov).