



2020 Parade Street Chair Licenses
Fiesta Parades = Revenue Opportunity for Smaller San Antonio Nonprofits

Fiesta San Antonio is all about having fun, giving back and raising money for charitable causes. Did you know that some smaller San Antonio nonprofits like churches, booster clubs, PTAs and others **collectively raise about \$900,000 for their organizations each Fiesta** by selling street chair tickets to the Battle of Flowers and Fiesta Flambeau Parades?

- Each year, the Fiesta San Antonio Commission offers street chair licenses and tickets for \$6 per seat, which local nonprofits purchase in sections of 200 seats or more.
- The nonprofit sells the tickets for up to \$16 each and sets up the chairs in their section, for both the Battle of Flowers and Fiesta Flambeau Parades, for a profit of \$20 per seat (\$10 for each parade), less any expenses related to chair set-up.
- The Fiesta Commission usually has a few sections that become available each Fiesta and calls the waitlisted organizations – first to sign up are the first called. Number of seats in each varies upon space and availability.

The Fiesta San Antonio Commission is now taking applications for new organizations to sell street chair seating for the 2020 Battle of Flowers and Fiesta Flambeau Parades

Info for Fiesta 2020:

- Your nonprofit street chair licensee organization may charge a maximum of \$16 per seat per parade.
- The Fiesta San Antonio Commission will charge a total license fee of \$6 per seat per parade to cover ticket, security and other parade support expenses.
- Your organization is responsible for collecting all recycling and garbage left within the perimeter of your assigned area(s). The City of San Antonio will provide garbage and recycling containers along the parade route.
- Failure to collect all trash and recyclables from your section(s) may result in financial penalties or loss of licenses.

If a Fiesta Parade Street Chair Section become available to your nonprofit, the following checklist will be your step-by-step guide and timeline:

Date	Action
January 31	<ul style="list-style-type: none"> • Complete Fiesta 2020 Parade Street Chair License Agreement and return with full payment. • Checks or money orders only and payable to <i>Fiesta San Antonio Commission</i>.
February 4-8	<ul style="list-style-type: none"> • Pick up your organization’s ticket packet: <ul style="list-style-type: none"> ○ At the Fiesta San Antonio Commission office, 2611 Broadway ○ Between 9 a.m. and 5 p.m. • Ticket packets not picked up may be redistributed to another nonprofit.
February 4- April 22	<ul style="list-style-type: none"> • Pricing and Selling Chair Seats: Organizations may charge a maximum of \$16.00 per seat for each street parade. Failure to adhere to this requirement may result in the cancellation of your license. The Commission encourages organizations to limit the sale of front row seating to a maximum of six (6) tickets per customer. The Commission also encourages that sales be conducted on a first-come-first-served basis. The Fiesta® Commission encourages no more than 50 percent of front row seating be sold to members of your organization. • Tickets: Tickets issued to the licensee by the Fiesta Commission must be the only tickets used unless prior arrangements for online ticket sales have been coordinated with the Fiesta Commission.



	<ul style="list-style-type: none"> • No Outsourcing Ticket Sales: Both sponsoring parade organizations have requested that all nonprofit street chair organizations refrain from utilizing ticket agencies and scalpers as a means of ticket sale distribution. The Fiesta® Commission and Fiesta Flambeau® Parade Association have received numerous complaints from the general public regarding this unfair pricing and means of distribution. • Inform Customers of Tobacco-Free/Vaping-Free and Alcohol-Free Zones: The entire parade route is non-smoking (including no vaping) and tobacco-free. If your organization is one that is selling seats in a tobacco/vaping-free AND alcohol-free area of the parade route, it is the responsibility of the selling organization to inform the buyer of the tickets that the area is additionally alcohol free and that the area will be enforced by SAPD. • Keep us Informed: Organizations are encouraged to inform the Fiesta® Commission when all front row seating is sold out, when second row seating is sold out, and when sold out completely. Reports can be called in at 210-227-5191 x105 or emailed to olivia@fiestasantonio.org. Once the information is received by the Fiesta® Commission, the <i>Street Chair Listing Document</i> on our website <i>Parade & Event Ticket Guide</i> will be updated to indicate the status of sales, which should cut down on the number of telephone calls once your section is sold out. Please make sure to provide the organization license number and street chair location with your report. • Information Placards, Usher Caps and Trash/Recycling: Information placards will be distributed to each street chair organization prior to parade day. These placards will contain names, locations and phone numbers of all street chair vendors and should be used by ushers to assist individuals in finding their street chair location. Information on new trash/recycling rules will also be included.
April 23	<ul style="list-style-type: none"> • Delivery and Placement of Chairs: All seats will be furnished by the licensee at its own expense. All chairs must be in the street except in Alamo Plaza area. No parade street chair vendors, chair suppliers or individuals will be allowed to place or store Parade Street Chairs on the City's right of way (City sidewalks) on or before Thursday, April 23, 2020 at 3:00 p.m. The San Antonio Police Department will be enforcing this restriction. Any chairs placed or stored earlier than the time specified will be subject to impoundment. • Marking Organizational Space: Do not use paint or any other permanent material on city or private property to mark your organization's allocated space. If an organization needs to mark its space, do so with chalk only. Each organization is responsible for the removal of all items brought in by the organization at the completion of each parade. Licensee must display onsite license number, organization name and phone number on official Fiesta placards issued by the Fiesta Commission. • Type of Chair: All seats must be folding chair type (18" in width or less). Lawn chairs and over-sized chairs are not allowed, and chair stability and functionality are the responsibility of the licensee. • Measurements from Street Corners: Remember the street intersection is free space for public access. City intersections are marked with 12" wide white lines that indicate the pedestrian right of way at that intersection. Street chair measurements are to start from the inner white line. In cases where there is no pedestrian walkway, the rule is to start even with the corner of the curb and proceed with the measurement. If a cross walk is present, particularly one with a wheel chair ramp, a space ON THE CROSSWALK, the width of a wheel chair (36") will be left open or clear. Chairs can be on either side of this opening, but it will be enforced. • Aisle Spaces: Aisles shall be not more than every 25 seats and have at least one-chair-width (approximately 18"-20") as walkway space between chair sections. All aisles must run continuously from street to sidewalk unless instructed otherwise by SAPD. • Space Between Chairs: Seats must be set up 12" behind the parade line to the curb. There will be a space of at least 27" from the back of the front seat to the back of the subsequent row seat. There should be no space between chairs within the same row. Space is critical and chairs should be butted against each other. Do not rob space from your neighboring organization. Street chair vendors are not required to set-up any unsold chairs for either parade. Chairs will not



	<p>be placed on the sidewalk, nor will ADDITIONAL CHAIRS BEYOND THE NUMBER LISTED ON YOUR LICENSE be sold.</p> <ul style="list-style-type: none"> • Elevation of Back Rows: Back row seats may be elevated provided that the platform does not exceed 8" high. The back of the platform must have a fastened lip to prevent chairs from slipping off. Platforms must be removed immediately upon completion of the parade before the street cleaner trucks pass. • Securing Chairs: All chairs placed on the parade route by an organization will be securely tied with a chain or cable in groups of not less than 20 nor more than 30. No rope should be used to secure chairs together. The chain or cables shall have a maximum 200-pound test breaking strength. The Fiesta Commission reserves the right to make adjustments in seating arrangement to comply with the requirements of SAPD and/or the City traffic engineer. • No Refunds: There will be no trade or cash refund for any ticket. Licenses are not refundable for any reason including force majeure delays or cancellations.
April 24	<p>Battle of Flowers Parade: 6:45 a.m. – Vehicles delivering chairs must be off the parade route 7:30 a.m. – Parade route street closure and chair set-up begins 9:05 a.m. – Vanguard begins 10 a.m. – Parade begins</p> <ul style="list-style-type: none"> • Adjacent Businesses and Driveways: Driveways are to remain open for access until the official closing of the street by SAPD. This is usually about two hours before the start of the parade. Organizations should make provisions for this situation. • Ushers and Information for the Public: Each organization must have at least two (2) ushers on duty one hour (more are desired) before the parade and be visibly present throughout the parade. Ushers must wear the distinctive fluorescent green caps issued by the Fiesta® Commission. Information sheets will be distributed to each street chair organization prior to parade day. These sheets will contain names, locations and phone numbers of all street chair vendors and should be used by ushers to assist individuals in finding their street chair location. • Within one hour after parade clears your area – You must remove all chairs and clear your area of all trash, recyclables and other debris. City of San Antonio Solid Waste will inspect and photograph your section to ensure compliance. Failure to comply may result in loss of future parade street chair license(s). • Overnight Storage of Chairs: Organizations may, at their own risk, leave chairs overnight between parades. The chairs must be folded, chained and padlocked to a sign post or similar substantial anchor.
April 25	<p>Fiesta Flambeau Parade: 4:30 p.m. – Parade route street closure and chair set-up begins 6:50 p.m. – Vanguard begins 7:30 p.m. – Parade begins</p> <ul style="list-style-type: none"> • Within one hour after parade clears your area – You must remove all chairs and clear your area of all trash, recyclables and other debris. City of San Antonio Solid Waste will inspect and photograph your section to ensure compliance. Failure to comply may result in loss of future parade street chair license(s).

Fiesta Contact:

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