To: Pipestone City Council
From: Erica Volkir, Executive Director of the Pipestone Area Chamber of Commerce & Visitors Bureau
RE: **Merry & Bright Night Parade and Santa Visit**

The Pipestone Area Chamber of Commerce is requesting your permission and assistance to produce the following holiday events:

Friday, December 5, 2025, Parade beginning at 5:30 pm:

- We are **requesting a Parade Permit** for **Friday, December 5, 2025. The parade will begin at 5:30 pm** and conclude approximately 6:00 pm. **Lineup is at 5:00 pm.** The parade route will start at West Main St and 3rd Ave NW/SW, head east 2 blocks, then turn south onto Hiawatha Avenue, continue south 2 more blocks and end at the corner of Hiawatha Ave and 3rd St SW (**see attached map**). Lineup will be along 3rd Ave NW. We expect between 10 and 20 parade entries for this event.
- As part of this request, we are also asking for assistance from the Public Works Dept to place **"No Parking Signs" on W Main Street, S Hiawatha Ave, and 3rd St SW as well as provide barricades to block cross streets to prevent traffic from entering the parade route**. We have met with Mike Bloemendaal, and he is supportive of this request.
- The Pipestone Fire Dept has volunteered to chauffeur Santa Claus through the parade.

Saturday, December 6, 2025, Santa Visit at 10:00 am at Municipal Building:

- In coordination with the North Pole, Santa & Mrs. Claus would like to meet the children of the Pipestone area at 10:00 am on the morning of Saturday, December 6, 2025. We are **requesting the use of the main lobby/hall of the Municipal Building to host Mr. & Mrs. Claus from 10:00 am until Noon**. Additionally, we are **requesting the use of the Council Chambers and the Conference Room** at West end for Santa's Bookshop. Elves will be providing activities and free books for children.

Thank you for your consideration!