

**Request for
Evangelistic Block Party Trailer(EBPT)
(Must be submitted within 3 days of calling)**

Name of Church, Mission or Ministry: _____

Date of Request: _____

Requested Date(s) of Use: _____

Contact Person: _____ Phone Number: _____

Email Address: _____

Mailing Address: _____
City Zip Code

Description of Event:

Location of Event: _____

Person(s) at Event Responsible for Trailer and *Trained* in Its Use: _____

NOTE: The EBPT is a 16' tandem axle trailer with brakes. The minimum truck required to pull it is a ½ ton with a brake controller. A ¾ ton or greater truck is preferred. The tow vehicle must have a tow package with a 2 5/16" ball and the proper wiring to tow the trailer. A 2 5/16" ball is in the trailer for use in trucks with a 2" receiver. The towing vehicle must also have the proper rise to tow the trailer in a level position.

Church Official: _____ Position: _____

"I certify that the EBPT will be used in accordance with the Policies and only in support of the Church Evangelism Ministry."

Signature: _____ Date: _____

**User Agreement for
Evangelistic Block Party Trailer(EBPT)
(One form per event)**

Name of Church, Mission or Ministry: _____

Date of Request: _____

Requested Date(s) of Use: _____

Description of Use:

Name of Trained Person(s) who will be onsite: _____

Transportation

Name of Driver: _____

Driver's License Number/State: _____
(Number) (State)

Insurance Company/Policy Number: _____
(Company) (Policy Number)

(PHOTO COPY OF PROOF OF INSURANCE)

"I understand that to use the EBPT of Mountain and Western Baptist Associations, I agree to the following terms."

- A \$100 usage fee will be charged. This fee **non-refundable**.
- The user is responsible for all concession supplies.
- All checks are to be made payable to the Western Baptist Association.

"I have read, understand and agree to abide by the policies governing use of the Evangelistic Block Party Trailer. I further agree to operate all equipment according to their individual instructions."

Signed: _____
(Must be signed prior to trailer pickup)

Date: _____

For Mountain /Western Baptist Association Use Only

Approved By: _____ Date: _____

Date Trailer Picked Up: _____ Date Trailer Returned: _____

\$100 Received: Yes _____ No _____ Comments: _____

Evangelistic Block Party Trailer Checklist

This checklist is to be completed by the issuing and receiving churches. Each church representative must sign and agree to the condition of the trailer and its equipment.

WARNING: If the checklist is not completed, the last church having the trailer will be responsible for any damages up to and including repair and/or replacement of equipment.

ITEM	CONDITION ✓ Out	CONDITION ✓ In	VALUE
Snokonette Ice Shaver			\$800
• Drip Pan			\$35
• Ladle			\$10
Super 88 Popcorn Machine			\$850
• Popcorn Scoop			\$20
Econo Floss Machine			\$785
• Floss Pan			\$140
• Grip Stabilizer & Metal Retainer			\$21
Grill			\$6000
• Knobs			\$15 each
• Other Parts			
Jump House w/ blower			\$2000
Trailer			\$9000
7000 Watt Generator			\$1050
Amplifier			
Phonic Speakers			
Tarps (4)			\$30 each
Hand Truck			\$90.00
Ice Chest – Lg Igloo			\$70.00
Tables, 6' folding (3)			\$60 each
Propane Bottles (2)			\$40 each
Carnival Games (8)			\$25 each
Extension Cords (2x50' and 2x100')			\$12 ea \$20 ea

Issuing Church: _____ Representative: _____

Receiving Church: _____ Representative: _____

Date: _____

Equipment Usage

In addition to the following, please read and follow manufacturers' instructions, included in the Block Party Trailer Notebook.

Popcorn Machine

1. Plug the machine in and turn it on. Let the pot warm up for 5 minutes before trying to pop the corn.
2. When putting in the popcorn packs, put it all in at the same time (popcorn, oil and seasoning)
3. While the popcorn is popping, try to keep the doors of the cabinet open so the humidity will vent. If you don't, the popcorn will turn soggy.
4. When cleaning the pot, while it is still warm, use only a soft cotton cloth. Do not attempt to clean until the kettle cools.
5. Do not use an ammonia based cleaner (ex: Windex) on this unit. It will ruin the Plexiglas.

Snow Cone Machine

1. Block or cubed ice can be used. Ice should be approximately 3"-4".
2. Never stick any object into the hopper around the shaver area. Debris could damage the blades.
3. Do not use an ammonia based cleaner (ex: Windex) on this unit. It will ruin the Plexiglas.

Cotton Candy Machine

1. Never add sugar while the motor is running.
2. Too high of a cooking temperature will result in smoke and caramelized candy.

Jump House

1. Insure that the inflatable is securely staked / tied down.
2. Ensure that shoes and sharp items like pens and pencils are not allowed in the jump house.

Generator

1. Check oil before use.
2. Do not overload unit.
3. Run off all fuel before loading the generator into the trailer. **Do not load generator into the trailer with fuel in the tank.**

