

Request & User Agreement for Evangelistic Block Party Trailer (One form per event)

Name of Church – Mission or Ministry: _____

(Date's) Needed: _____

Contact Person: _____ Phone: _____

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: _____

Trailer Hookup -Takes a 2 & 5/16" ball with round plug

Church Official: _____ Position: _____

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

Signature: _____ Date: _____

User Agreement for Evangelistic Block Trailer (cont'd)

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)

(Please provide PHOTO COPY OF PROOF OF INSURANCE)

"I understand that the BPT of Beulah Baptist Association, I agree to the following terms."

- A \$125 usage fee will be charged per event. If using the BPT for additional days over 7 your church will be charged an additional \$25 per day. This **event must not be a fund raiser** and must be used on the churches premises only unless taken for a mission trip by a church affiliated with the Beulah Baptist Association. If your church wants to use the Beulah trailer for a community event this will need to be approved by the Executive Officers and your church or churches involved will be responsible for purchasing or replenishing supplies.
- This fee is **ONLY** refundable if inclement weather prevents use of the scheduled event.
- An additional \$50 fee if returned unclean or if not returned on time.
- The user is responsible for all cleaning all equipment.
- All checks are to be made payable to Beulah Baptist Association.
- Beulah Baptist Association releases all liabilities to the user concerning the inflatable bounce houses.

"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," I hereby release Beulah Baptist Association from any liability due to set up, transportation and usage.

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

For Beulah Baptist Association Use Only

Approved By: _____ Date: _____

Date Trailer Picked Up: _____ Date Trailer Returned: _____

\$125 Received: yes _____ no _____ Comments: _____

EQUIPMENT USAGE

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

POPCORN MACHINE:

1. Plug in machine and turn on. Let the pot warm up for 5 minutes before trying to pop 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 kettle cools.
5. **Do not** use an ammonia based product (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: PLEASE SEE OWNERS MANUEL FIRST (IF USED) and use check list on page 8 of Ninja Jump Owner's Manual

1. Insure that the inflation is securely staked /tied down.
2. Insure that the shoes and sharp items like pens and pencils are not allowed in the jump house.
3. **Make sure** it is clean & dry before storing.

GENERATOR:

1. Check oil before use.
2. Do not overload unit.
3. Run off all fuel before loading generator into trailer. **DO NOT LOAD GENERATOR INTO THE TRAILER WITH FUEL IN THE TANK.**
4. **Do not leave gas in generator.**

INCIDENT REPORT

(Must be reported to Beulah Baptist Association promptly)

Address: 2126 W. Reelfoot Ave. Union City, Tennessee 38261

Date:

Church / Organization:

Event:

Details of Occurrence: (be as detailed as possible) (for any type of injury)

Equipment being used at time of the occurrence:

Personal Injuries: No Yes If yes, please provide details:

Beulah Baptist Association Use Only

Equipment to be replaced or repaired:

Negligence: No Yes

Cost of replacement: Cost of repairs:

Future use: No Yes

Charged to: Church Beulah Baptist Association

Comments: