

EVANGELISTIC TRAILERS: ARTICLES OF USE

The Evangelistic Block Party Trailer (EBPT) and Evangelistic Bouncy House Trailer (EBHT) are owned and maintained by the Eastern Baptist Association (EBA) and the Tucumcari Baptist Association (TBA).

Articles for Use of the EBA & TBA Block Party Trailer & Bouncy House Trailer

1. **Use of the EBPT and/or EBHT.** The EBPT/EBHT are for the use of churches, missions and ministries of the BCNM, the Associations of BCNM or organizations and or entities affiliated with the BCNM or the Eastern Baptist Association or the Tucumcari Baptist Association for special events. This includes, but is not limited to the Baptist Student Union, the Baptist Foundation, Baptist Children's Home, Disaster Relief Ministries, Baptist Camps and other organizations or agencies affiliated with the above. This EBPT/EBHT will not be used by private individuals for personal events to include but not limited to birthdays, anniversaries or any other parties. All requests will go through your local church to the Eastern Baptist Association and/or Tucumcari Baptist Association for final approval.
2. **Purpose of the EBPT/EBHT.** The purpose of the EBPT/EBHT is always and shall remain, to do ministry and evangelism in the name of Jesus Christ. This is why it is called an "Evangelistic Block Party Trailer." The EBPT/EBHT was purchased and furnished with this in mind to give churches, missions and ministries another tool to use in their evangelism and outreach efforts.
3. **Stewardship of the EBPT/EBHT.** The EBPT/EBHT is a ministry gift from God and thus we are all required to practice good stewardship in its use and maintenance. Because the cost of operating, maintaining and re-stocking of the EBPT/EBHT is expensive, there will be a usage fee and security deposit. The fees are described below:
 - a. A **\$100.00** usage fee will be charged for each trailer for each day used. Individual elements will be \$50 per day. The fee will be used for normal maintenance and repair, insurance and required upgrades.
 - b. **The user is responsible for obtaining their supplies.**
 - c. All fees and deposits are to be made payable to the Eastern Baptist Association.
 - d. In the event of a dispute over incurred charges, the user must pay the disputed amount first. The matter will then be brought to the Executive Team for a judgment and resolution. The Executive Team's decision will be final and binding as to the final expense due.
 - e. Any request for an exception to this policy or fees, must be made in writing to the Eastern Baptist Association or the Tucumcari Baptist Association.

4. **Requirements for use.**

- a. The user is responsible to make all the transportation arrangements. The EBPT is a 16' tandem axle trailer with a braking system. The EBHT is a 14' tandem axle trailer with a braking system. The minimum required truck is ½ ton with approved braking package and electrical system. We recommend a ¾ ton truck or larger with approved braking package and electrical system.
- b. The user is required to provide **photo copy** proof of insurance coverage for towing truck.
- c. Only those who have completed the EBPT/EBHT training are authorized to check out the trailers. This person is required to be on site for the entire event and will be held responsible for the equipment.

NOTE:

***You will be required to obtain a permit for all food that is cooked and served to the public.
(14) day notice for a food permit.***

You will be required to know and abide by the guidelines for food service, which will include obtaining a permit to serve food items such as hamburgers, etc. The user is responsible for contacting the local pertinent authorities and finding out how to obtain a permit.

Environment Department
Health Division
100 E. Manana Blvd.
Clovis, NM 88101
575-762-3728

Environment Department
Health Division
113 W. Center
Tucumcari, NM 88401
575-461-1671

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

Name of Church, Mission or Ministry: _____

Date of Request: _____

Evangelistic Block Party Trailer _____ Evangelistic Bouncy House Trailer _____

Requested Date(s) of Use: _____

Contact Person: _____ Phone Number: _____

Email Address: _____

Mailing Address: _____
City Zip Code

Description of Event:

Location of Event: _____

NOTE: The EBPT is a 16' tandem axle trailer with brakes. The EBHT is a 14' tandem axle trailer with brakes. The minimum truck required to pull the trailer(s) 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(s). 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/EPHT will be used in accordance with the Articles of Use and only in support of the Church Evangelism Ministry."

Signature: _____ Date: _____

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

Name of Church, Mission or Ministry: _____

Requested Date(s) of Use: _____

Date of Request: _____

Description of Use:

Name of Trained Person who will be onsite: _____

Transportation

If a trailer is towed by the Association, mileage will be charged at the current IRS rate.

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 and/or EBHT of Eastern Baptist and Tucumcari Baptist Associations, I agree to the following terms."

- A \$100 usage fee per trailer will be charged. This fee is **non-refundable**.
- A \$50 fee will be charged for each individual unit.
- There is NO DEPOSIT FEE required.
- The user is responsible for all concession supplies.
- All checks are to be made payable to the Eastern Baptist Association.

"I have read, understand and agree to abide by the Articles of Use governing the Evangelistic Block Party Trailer and/or Evangelistic Bouncy House Trailer."

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

Date: _____

For Eastern Baptist/Tucumcari 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' to You	CONDITION 'In' to Us
(1) Hitchlock & Receiver		
Snokonette Ice Shaver		
• Drip Pan		
• Ladle		
Super 88 Popcorn Machine		
• Popcorn Scoop		
Econo Floss(cotton candy) Machine		
• (1) Floss Pan		
• (1) Grip Stabilizer		
• (1) Metal Retainer		
• (1) Hood		
Grill		
• Knobs		
• Grill Cover		
• Grease Drip Pans		
Castle		
• (1) blower		
Catepillar		
• (2) oblong blowers		
(1) Dollie/Hand Cart		
(1) Tent tarp		
(1) 6300 watt Generator		
Extension Cords		
(1) Spare tire		

Issuing Church: _____ Representative: _____

Receiving Church: _____ Representative: _____

Date: _____

Evangelistic Bouncy House 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' to You	CONDITION 'In' to Us
(1) Hitchlock & Receiver		
Slide w/		
• (2) blowers		
• (1) tarp		
House w/ (1) blower		
Bungee Runner w/		
• (2) blowers		
• (1) Tote box includes:		
• (4) Velcro bean bags		
• (4) harnesses		
• (4) bungee cords		
Joust w/ (1) blower		
• (2) podiums		
• (2) fighting sticks		
(1) 7000 watt generator		
(1) sand bags		
(4) water bags		
(30) stakes in buckets		
(1) 2 lb. hammer		
(1) stake claw		
Tie downs		
(2) small tarps		
(1) Dollie/hand cart		
(1) spare tires		
Extension cords		

Issuing Church: _____ Representative: _____

Receiving Church: _____ Representative: _____

Date: _____

Concession Equipment Usage

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.

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.

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.