**Tri County Baptist Association Block Party Trailer Check-Off & Highlights Sheet**

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| **Items in Trailer** | **Removed from Trailer** | **Returned to Trailer** |
| Popcorn Popper, popcorn scoop |  |  |
| Sno-Cone machine and ice scoop |  |  |
| Large Bounce House, blower, ground cover tarp and dolly |  |  |
| Small Bounce House with cover and pump |  |  |
| 9 Square in the Air |  |  |
| Giant Connect 4 |  |  |
| Giant Jenga |  |  |
| Giant Bowling |  |  |
| Giant Checkers |  |  |
| Baseball Game |  |  |
| Ring Toss Game (clown) |  |  |
| Frisbee Game |  |  |
| Bean bag Game (2) |  |  |
| Table games (dominos, UNO) |  |  |
| (4) Canopy Tents with tent stakes |  |  |
| (6) 6 foot tables |  |  |
| (12) Folding Chairs |  |  |
| Spare tire for trailer |  |  |
| (2) Ice Chests |  |  |
| (2) Drink Coolers |  |  |
| 6) Supply bins |  |  |
| Fire Extinguisher |  |  |
| First Aid Kit |  |  |
| (1) 100 foot extension cord |  |  |
| (1) 50 foot extension cord |  |  |
| Portable Sound System |  |  |
| Portable Generator |  |  |
| Connector for trailer lights and locks |  |  |

A key person should be responsible for checking items in and out of the trailer. Please check each item off the list as you take it out of the trailer. If an item is missing or broken, indicate so in the “Removed from Trailer” line. When returning items to the trailer after your event, check them back in. If an item is missing or broken, please indicate so in the “Returned to Trailer” line. Please fill out this check-off sheet/highlights form with the key onto the clip board–This will help us know when items are damaged or lost, and will help you know that all items belonging to the Association are back in the trailer. Please be sure to sign and date the form.

**HIGHLIGHTS**

Where did you use the Block Party Trailer? \_\_\_at our church \_\_\_some other place (where? \_\_\_\_\_\_\_\_\_)

How many volunteers from your church helped in the event (approximate)? \_\_\_

Other than church volunteers, how many people attended the event (approximate)? \_\_\_

Was the Gospel presented at the event? \_\_\_yes \_\_\_no

Were there any professions of faith? If so, how many? \_\_\_yes \_\_\_no \_\_\_# professions of faith

How did you see God at work before, during and/or after the event? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***In order to receive your church’s deposit for the Block Party Trailer use, please complete the form and return onto the clipboard located in the block party trailer.***

Church: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dates used: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Today’s date: \_\_\_\_\_\_\_\_\_\_\_

Signature of person filling out form: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Bounce House safety**

Pick a safe place to set up the bounce house. There should be open space around all sides.

If outdoors, make sure that the bounce house is anchored with long metal stakes that have been driven into the ground. Wind cautions-If the wind gust reach 15 mph (papers and trash around you blowing) consider shutting down. At 25 mph take it down.

Keep one adult with each bounce house at all times. It is best to assign two so that if one should need to go attend to something there is always one person with each bounce house. In the event that the bounce house would start to lose air get all the children out immediately. Check the power etc. after all children have safely exited the bounce house.

Place soft surface around the entrance. Children should remove all shoes, glasses, jewelry and other small objects.

No roughhousing, tumbling, wrestling or flips in the bounce house. Stay away from side walls and exits.

If more than 1 child is occupying the bounce house make sure they are relatively the same age and size.

Injuries do not make for a good event for your church.