

Midwest Baptist Association Block Party Trailer

Policies

1. The Block Party Trailer is a gift to the Midwest Baptist Association provided by funds from the North American Mission Board, Current Canada and the CNBC.
2. The trailer is available for use by churches within the Midwest Baptist Association, the association itself, Current Canada and cooperating Baptist entities (Baptist Campus Ministries, , etc). Neither the trailer nor any of its contents are available for individual or family use. The trailer is housed in Edmonton and priority usage is given to churches and groups in the Edmonton region.
3. The trailer is available on a first come / first served basis, with priority given to church planting efforts and evangelism projects.
4. The trailer is intended to be used as a packaged resource. Equipment will not be booked separately or removed from the unit.
5. Churches using the equipment are responsible for cleaning and replacing each item in its proper place. Churches need to notify the association at once of any malfunctioning or missing equipment.
6. There is a \$150 fee per event for churches using the trailer. Funds collected will go to cover the insurance and ongoing maintenance of the trailer and its contents as well as restocking popcorn & sno-cone syrup. **Reservations are not secured until the fee is paid and the trailer may not be used until payment has been received.** Cheques should be made out to "Midwest Baptist Association" and mailed to:
Midwest Baptist Association
c/o Evangel Chinese Baptist Church
1204 Ellwood Road SW
Edmonton, AB T6X 0B2
8. Users will exercise great care in transporting, using, and returning the trailer and its contents. Users will be responsible for repair costs for damage to the trailer or its contents through abuse, misuse, or negligence. Likewise users will be responsible for replacement costs for any lost items. Should there be loss or damage, an incident report should be completed and returned with the trailer.
9. Users will assure that a leader for their event has been trained in the use of the trailer and its contents. The trailer will not be checked-out if there are no trained leaders on-site during the event.

10. The trailer should be reserved at least one month in advance by e-mailing mbablockpartytrailer@gmail.com or visiting the website at www.mbablockpartytrailer.com. Your reservation is not secure until you receive confirmation.

11. The user is responsible for picking the trailer up from its storage location at Evangel Chinese Baptist (1204 Ellwood Rd. SW, Edmonton, AB) and returning it at the designated time. Please remember that others are waiting to use the trailer after you. The driver who tows the trailer is responsible to be currently and adequately insured for the transport of the trailers size and weight.

12. The trailer currently has the following items in inventory:

- Propane BBQ grill & 2 Tanks
- Gas generators (2)
- Inflatable Jump Houses (2)
- Inflatable Sports Unit
- Sound System w/ 1 microphone
- Popcorn Popper (w/ popcorn)
- Extension Cords
- Sno- Cone Machine (w/ syrup & serving cones)
- 4 Canopy Tents
- 4 Folding Tables
- Ice Chest
- Water/Drink Cooler
- First Aid Kit

Users must provide their own:

- Music (ipod or cd player may be plugged into the sound system)
- Gas for generators
- Popcorn bags
- Propane for BBQ
- Ice for sno-cones

13. When using generators, please run off all fuel before loading it back into the trailer. **THIS IS ABSOLUTE. WE DO NOT WANT FUMES TO ACCUMULATE.**

14. Users must follow the directions for each specific item regarding set-up, usage, and cleaning. The greatest problem others have had with similar equipment is failure to clean-up. Please read and follow the user manual.

15. The trailer and its contents will be checked-out and checked in. Checklists should be completed before departing the storage location and upon return.

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

Individual Responsible for Trailer

Church / Ministry

Signature

Date