

GUIDELINES FOR USE OF EBA BLOCK PARTY TRAILER

Step 1. Call the Evangeline Baptist Association Office (337) 237-6956 to check on the availability of the trailer.

Step 2. Complete the following form: (it can be faxed (337) 237-4319 or e-mailed to melaney@eбалaf.com)

1)The **Application for Scheduling the Block Party Trailer**. You will need to provide a **Certificate of Insurance** from your insurance provider along with the Application (see instructions for the certificate on the application form).

Step 3. A check in the amount of \$175.00 must accompany the Application. This will secure your reservation date(s). Please make the check payable to the Evangeline Baptist Association. For an additional \$25.00 fee, all the supplies will be provided with the trailer. This includes the snow cone syrup, the cotton candy sugar, and the popcorn and oil. This would make the total fee for the Block Party Trailer \$200.00.

Step 4. John Hebert (337-339-0017) will deliver the trailer to the requested location. **Two to three men will need to be available upon the arrival of the trailer to assist with the set-up, which includes inflatables and other equipment.**

The Block Party Trailer contains:

Large Rock Climb Slide (needs several people to move)

15' Module House Fun Jump (needs several people to move)

Air Supplies (2)

Snow Cone Machine - syrup will be provided if an extra supply fee of \$25.00 is added to the cost of the trailer. This covers the syrup, the popcorn supplies and the cotton candy sugar. Regular ice cubes can be used in this machine. The church will be responsible for cleaning the machine after the event.

Cotton Candy Machine - the cotton candy sugar can be provided in the additional \$25.00 supply fee. The church is responsible for cleaning the machine after use.

Popcorn Machine - Popcorn and bags are furnished with use of the machine (this is covered in the \$25.00 additional supplies fee). The popcorn machine cannot be used if this fee is not included because the popcorn and oil are specially packaged for this machine. The church is responsible for cleaning the machine after use.

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2 Tables

5 Chairs

1 Canopy

1 Large Ice Chest

3 Power Cords - 1-100'; 2-20'; gang plug. Church may have to supply additional power cords as needed.

1 Spare Tire

Suggested items not included:

Tablecloths to protect tables

Plastic food-handling gloves, serving utensils

Paper plates, plastic spoons, forks & knives

Paper napkins, paper towels, trash bags

Inflatable Recommendations/Requirements

1. Do not allow small children and larger, older children inside the fun jump at the same time.
2. Supervision is critical to insuring the safety of children. Minimum chaperones would be two adults (over 18) per fun jump.
3. Access to 911 and a first aid kit on site.
4. Follow the owner/operator manual which will provide guidance on maximum loads, anchor requirements, and the maximum number of participants recommended at one time.
5. Do not operate an inflatable in windy or stormy conditions.
6. The unit should be staked down or heavily weighted down with ground weights or sandbags. Please let John Hebert know if you have an underground sprinkler system since it will be better to use weights or sandbags rather than stakes.
7. Set up on a flat surface (not on a slope) with at least five (5) feet of space on each side of the inflatable.

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8. Clear the area of rocks, twigs, pine cones, fire ant hills, or other obstructions that might be in the way. Also, a tarp should be placed on the ground to protect the bottom of the inflatable.

9. Check for bushes or tree branches in the way. Make sure there are no power lines close to the inflatable.

Maintenance Required

1. When the unit is inflated, make sure there are no rips or holes visible.

2. Make sure the unit is fully inflated and not sagging anywhere.

3. Perform safety checks of the equipment frequently. Refer to the safety manual or owner of inflatable.

4. Test outdoor outlets as they are likely to malfunction if you do not use them often.

Examples of Accidents That Can Occur With an Inflatable

1. Collision of one person with another, especially a larger child with a smaller one, when several children are jumping or sliding at the same time.

2. Falling out of a jumping balloon or off an inflatable onto a hard object outside the attraction device.

3. Catching a foot or other appendage in some part of the attraction while jumping.

4. Jumping or sliding head first or attempting flips with a resulting head or neck injury.

5. Wind gust unexpectedly blowing over an inadequately secured inflatable thereby throwing children onto the ground or other objects.

6. Rapid deflation of an inflatable slide upon fan power loss causing children to fall onto the ground or other object.