**Evangelistic Block Party Trailer Confirmation Form**

*Trevor Cooper, OCSBA Evangelism Block Party Trailer Coordinator / lboctrailer@gmail.com*

*Bailey Small, OCSBA Communications Administrator / bailey@ocsba.org*

*250 N. Golden Circle Drive #101 Santa Ana, CA 92705*

Church: Phone:

Contact Person: Title/Position:

Email Address: Cell phone

$35 Refund Mailing Address:

We request the use of the Evangelistic Block Party Trailer (EBPT) on the following date for the event listed below. Only a specific ministry date will be considered.  Blocks of dates will not be honored unless there is a specific use for each day requested. Please contact Trevor Cooper, your Association EBPT Coordinator. at 479.806.6968 well in advance of your scheduled event to learn, if your date is available. Confirmations are to be made within a minimum of 15 days before your event date.

Event Date: Morning Afternoon Evening All Day (Please circle time frame needed)

Event Name: Delivery Time: Pick Up Time:

*The EBPT is available only to SBC churches, which support their Association and the Cooperative Program.*

*The Southern Baptist Associations pays 93% of the cost!*

We understand that we will be responsible to acquire appropriate permits, if our event is off site, i.e. city, housing authority, park or beach).  We need to send a copy of the permit(s) to our Association consultant ALONG WITH A CERTIFICATE OF INSURANCE indicating location of event and the HOLD HARMLESS form at least two weeks prior to our scheduled event.

We will be responsible for working with our Association to arrange use of the trailer.  We understand that we are encouraged to complete an inspection upon receipt of the trailer and notify our Association consultant immediately, if the trailer is short of supplies, unclean or if there are broken/missing equipment and parts.  Failure to comply with this procedure will leave your church open to charges if anything happens.

The Evangelistic Block Party Trailer includes expendables, supplies and equipment. We commit to pay a use and maintenance fee of $295. **This includes a $35 refund, when the Follow-Up Report (**located on the EBPT page of the OCSBA website) **is returned to your Association within** thirty **days following the event.**  If we decide to cancel our reservation, we will let our EBPT Coordinator know 15 days in advance or forfeit one half of our reservation fee, except in the event of inclement weather.

One month (four weeks) prior to your event, ***this form and your check*** must be signed and turned into your Association Office to confirm your reservation. The Association consultant will contact you to make arrangements for delivery and pickup.  It is imperative that your church Contact Person be at your event location on time for drop off as well as for pick up.  The EBPT must be returned the same day of your event.

Please make your check payable to your Association with a notation in the memo section for the “EBPT”.  Receipt of this form, your check, Certificate of Insurance and Hold Harmless agreement will confirm your EBPT reservation. Failure to comply with any of these instructions may result in cancellation of your reservation.

Thank you for your cooperation and participation in this Great Commission ministry!

 . . Southern Baptist .

Church Representative Date Association Date

*OFFICE – Dates received: Check \_\_\_\_\_ Insurance certificate \_\_\_\_\_\_ Hold Harmless form \_\_\_\_\_\_ Permits \_\_\_\_\_\_\_*