

### **Block Party Trailer Rental Policies**

1. This equipment is only for use by Puget Sound Baptist Association churches and ministries (hereafter referred to as renter). The trailer and trailer contents\* (hereafter referred to as equipment) is not to be used for fund raising purposes. The equipment is not to be sublet by any renter.
  2. Each renter will designate a representative to oversee the use of the equipment while it is in the renter's care. This includes picking up the equipment from the host church, unloading the equipment, usage of the equipment, reloading the equipment, and returning the equipment to the host church. While it is in their care, the designated representative agrees to provide adequate security for the equipment at all times.
  3. For the duration of the contracted rental period, the representative is an authorized agent of the Puget Sound Baptist Association and has authorization to setup and tear down the inflatables that are included among the equipment.
  4. No contract exists between the renter and the PSBA to use the equipment and there is no guarantee that the equipment will be made available for the renter's use until a **confirmation letter** is sent to the renter by the PSBA Office Manager. To secure a confirmation letter to use the equipment, the renter will provide the following items to the PSBA Office Manager:
    - **A \$300 security deposit**
    - **A rental fee\***
    - **Proof of Liability Insurance with a minimum of \$1,000,000 in coverage naming the PSBA as co-insured\*\***
    - **Complete all required information on this page**
    - **Agree to all Block Party Policies and sign below**
- Note that payment & paperwork must be received within 14 business days of making the reservation request for your reservation to be held. After 14 business days, your requested date will be released.
5. If the popcorn and/or snow cone machine(s) will be used, they must be operated by food handlers registered with Washington State Health.
  6. When the confirmation letter is sent, the PSBA Office Manager will provide the renter with the name and address of the host church and their contact person. The host church will be responsible for coordinating with the renter to pick-up and return the equipment. All calendaring will be done through the PSBA Office Manager and **not** the host church.
  7. The host church contact person must be notified immediately if the equipment is damaged or stolen. The designated representative will be held liable for any damages and/or repairs needed on behalf of the renter. This may include the entirety of the renter's security deposit and up to an additional amount depending upon the damage done. All expenses payable to the Puget Sound Baptist Association.
  8. The designated representative and the renter are expected to **clean the equipment after use**, including the snow cone and popcorn machines and cleaning any mud, dirt, grass, etc. off of the inflatables. **Also the inflatables must not be put away wet.** In the event of rain, snow, or wet ground, the renter must clean and dry the inflatables before packing back into the trailer.
  9. It is the responsibility of the renter to secure all necessary permits required by local authorities.
  10. The renter agrees not to permit the use of tobacco products or alcoholic beverages in or around the equipment. The renter also agrees not to permit the storage of flammable materials or the use of open flames in or near the equipment.
  11. The renter agrees not to store anything in the trailer other than the equipment as was provided to them upon pick-up.

12. User agrees to watch the following video on how to properly roll up an inflatable.

**<http://www.youtube.com/watch?v=Gu-V6thnn0c>**

\*Trailer contents and rental rates can be found online at: **<http://www.psba.net/block-party-trailer/>**.

Trailer contents and rental rates subject to change at any time without notice by the Puget Sound Baptist Association.

\*\*If the trailer is to be set up and used at a Seattle park or on a Seattle street, you will need a minimum of \$2,000,000 in liability coverage

If the Designated Representative and the Organization do not abide by the Block Party Policy, **they will forfeit the ability to use said Equipment in the future and/or incur additional charges.**