**TCMBA TRAILER CONTENTS**

**This checklist must be completed twice: When unloading the trailer, before use and when loading the trailer, after use. Please use a new form for before and after the block party.**

When first unloading the trailer please use this checklist to ensure that all items are in the trailer. If missing items are not noted, the church using the trailer is responsible for replacing the items.

Please use this checklist to insure that all items are placed back into the trailer after use. Lost items must be reported and replaced. Items should be clean and dry before placing in the trailer.

Food Preparation

* 2 5 gallon Drink Coolers
* Sno-Cone Machine with accessories
* Popcorn Popper with accessories

General Set-Up

* 2 E-Z Up Tents in cases including 4 metal stakes each (one is currently broken but usable with a little ingenuity)
* Generator
* Sound System with 2 speakers, 2 microphones
* 2 Tables
* 4 Chairs
* 2 Bins, each with two 50’ extension cord, one 100’ extension cords, & a power adapter D Appliance hand Truck & straps
* First Aid Kit/fire extinguisher
* Games bin with pieces in bags
* Trailer supplies bin
* 3 door locks & trailer tongue lock w/key
* Wheel Chock sets
* Dolly and Straps for large moonwalk

Games & Activities (Game pieces in individual bags in Game bin)

* Bean Bag Toss
* Soccer nets
* Small Moon Walk Inflatable
* Large Moon Walk Inflatable

Church Name Date out Date In

Please use the back of this page to list comments, ideas, items lost, missing, or damaged: