

BLOCK PARTY TRAILER RESERVATION FORM

Mail completed reservation form to

“MMBA Block Party Trailer, Attn. Jim McCaffrey”, 20074 Middletown Rd. Freeland, MD 21053

including a \$200 check made out to MMBA (\$150 refundable deposit and \$50 rental fee for each event.)

In order to process your request faster, you may also scan this completed form and email it to

Admin@midmarylandba.org.

Today's Date _____ Church Name _____

Pick-up Date _____ Return Date _____ Event Date(s) _____

**The Trailer is parked at Manchester Baptist Church,
2933 Manchester Baptist Church Rd. Manchester, MD 21102**

Person Making Request _____ Phone _____

Will you be using the Moon Bounce? Circle One: YES NO

- If “NO” skip this section.
- If “YES” this section must be completed and **35 days’** notice is required before your event to satisfy State of MD DLLR Moon Bounce inspection regulations.

When and where will the Moon Bounce be set up for a State of MD DLLR Moon Bounce Safety Inspection?

Date _____ Time _____ Location _____

On-Sight Contact Person _____ Cell Phone _____

(The contact person will meet with DLLR inspector, usually on the 1st day of the event, at date and time listed above.)

TRAILER MUST BE KEPT IN A SAFE and SECURE AREA TO PREVENT THEFT.

- **Please read and follow all directions** for use of each piece of equipment provided. (See directions at <https://midmarylandba.org/resources/Block-Party-Rental>.) A notebook with all instructions is also located in the trailer as well.

- **If you discover any damage to any of the equipment** upon set up, immediately notify Jim McCaffrey by calling or texting at 443-848-0939 or email at admin@midmarylandba.org, otherwise your church/organization may be held liable for the damage.

- **Cancellations:** If your church needs to cancel the reservation, please notify Jim McCaffrey ASAP as we try to keep it available for other churches.

By signing and submitting this reservation, we acknowledge that we have read, understand, and agree to the above stated policies and procedures related to the use of the MMBA Block Party Trailer.

Church leader name and title _____

(Signature)

For Office Use Only:

- Reservation Form rec'd (Date: _____)
- Check rec'd (Date: _____)
- DLLR application sent (Date: _____)
- Trailer Inspection (Date: _____)
- Deposit Return (Date: _____)