



BRIDGE CHURCH
at Perry
Block Party Trailer

EVANGELISM

1. Priority reservations are given to churches that are using the BC@P Block Party Trailer for evangelistic outreach.
2. The BC@P Block Party Trailer is intended to make contacts and present Jesus to people who will not usually come to church.
3. Assign at least two people with the responsibility to walk around and talk to people about Jesus. You can talk to parents and/or children as they stand in line, eat, or following presentations.
4. Each game and venue needs to give opportunity to present Jesus.
5. The door prizes can be given away. Make an announcement through the sound system instructing everyone to come to the registration table.
6. Provide copies of the Jesus video or an evangelistic booklet with each door prize.
7. Complete a decision card on each decision.



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4. Each game and venue needs to give opportunity to present Jesus.
5. The door prizes can be given away. Make an announcement through the sound system instructing everyone to come to the registration table.
6. Provide copies of the Jesus video or an evangelistic booklet with each door prize.
7. Complete a decision card on each decision.



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GUEST REGISTRATION

1. It is preferable to enclose the area around the party in a way that allows the Welcome Tent to be the only entrance and exit.

2. Set up one table for two volunteers to register every guest.

3. Provide adequate pens or pencils for the registration table. You may choose to register per family or each guest.

Registering each guest allows you specific follow-up and age-appropriate door prizes.

4. Place all of your door prizes on a guarded table so people can see what is being offered.

5. Provide separate registration for VBS or other children's events.

6. Provide information about the church that includes address, web page address, contact information, ministries, times, and staff.

7. Follow up on every guest that registers with a letter, email, phone call, and/or visit.



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AVAILABLE EQUIPMENT

- 2 - 6' White Plastic Tables
- 2 - Round Water Coolers
- 2 - Large ICE Coolers
- 2 - Backpack Hot Beverage Holders/Dispensers
- 2 -10x10 Pop up Tents
- Snow Cone Machine (with Supplies)
- Small Hot Dog Warmer (with Trays)
- Large Hot Dog Warmer (with Trays)
- Popcorn Machine (with Supplies)
- Portable Sound System

Available for other outreach events

16-foot diagonal Blow-up Movie Screen with 1080p projector and sound system.
Additional costs associated with getting license to show movie.

NOTE!!!

If you will be in and out of trailer when it is disconnected from the tow vehicle, put down the two rear trailer legs.

A leg is located under each rear corner of the trailer.

To put legs down, pull each towards center of trailer and then swing down.

Adjust each leg until it is touching the ground by pushing down on lever in middle of leg.

Be sure to raise the trailer legs before reconnecting the trailer to the tow vehicle.



**WATER COOLERS
ICE COOLERS
BACKPACK HOT BEVERAGE HOLDERS/DISPENSERS
PLASTIC TABLES**

All equipment should be thoroughly cleaned after use and prior to being restored in the Block Party Trailer.



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TENTS

There are currently 2 – 10'x10' EZ-UP Tents that are most easily set-up with four people in about 4 minutes each.

SETTING UP THE TENTS:

1. Take the tent out of the bag and stand it on its feet.
2. Place your foot on the pole foot and extend the legs to the maximum height.
Push in the silver button on each leg and pull the pole upward. The silver button will pop into the next hole. Press again and pull the pole until the tent is at the desired height.
3. Push the canopy up until it snaps into the top button.
4. **Make sure tent will not blow away by placing weights on the feet or staking to the ground!**

TAKING DOWN THE TENTS: (most easily completed with four people)

1. Lower the legs by pushing in the silver button until they are at the lowest height.
2. Pull the pin ring at each corner to release the canopy lock.
3. Have each person take a corner pole and push the tent toward the center. The tent will collapse very easily.
4. **Tents MUST be put away dry! Carefully and thoroughly dry the canopy and clean the feet before returning to the bag.**



Block Party Trailer

NOTE:

**Because the Sno-Cone case drains water as the ice melts,
it is NECESSARY to place the machine on a table that won't be damaged by water
AND
in an area AWAY from other electrical units.**

SNO-CONE MACHINE

**The Sno-Cone machine requires a large cup of ice for every Sno-Cone cup,
so a lot of ice is needed!**

1. Basic, very easy operational directions for the Sno-Cone machine are printed on the machine.

Open the grinder lid and pour in the ice.
Close the lid, turn on the machine and make a Sno-Cone.
Place Sno-Cones in the holder.
2. Add flavored syrup to the cone. One pump of syrup is enough for an average Sno-Cone.
3. Thoroughly clean and dry the Sno-Cone machine and syrup pumps before returning them to the BC@P Block Party Trailer.

**USE ONLY WATER TO CLEAN THE SNO-CONE MACHINE
as chemicals will cause damage to its surfaces.**



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NOTE:

This machine is a very efficient steam generator and warmer!

Steam is vaporized water ... the visible white mist that is condensation as a result of boiling water mixing with the cooler air. This mist does consist of tiny droplets of liquid water. Please take this into consideration when placing the Dog Hut. There will be condensation, drops of water and possible pooling of water in, on and around the Dog Hut and the surface on which it is placed.

SMALL HOT DOG WARMER

OPERATION

1. Always clean unit thoroughly before each use.
2. Fill the water pan with water, up to 8 quarts.

The warmer the water, the faster the machine will heat up.
For optimal performance, we recommend distilled water.

3. Insert hotdog and bun trays and divider.
4. Plug cord in and turn the POWER switch to ON.
5. Turn HEAT CONTROL to HIGH position.

This will turn on the heating element in the base of the unit.
The machine should start producing steam.
The indicated area on the dial is the optimal setting.

6. To start, place up to 45 hotdogs in the lower hotdog compartment and steam.

NOTES:

More hotdogs can be added when the unit is fully heated.
Be sure to arrange hotdogs loosely to allow the steam to circulate freely between each of them.
All meats should have an internal temperature of 140 degrees F (60 C) before serving.

See Page 9 for additional SMALL HOT DOG WARMER Instruction



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Additional SMALL HOT DOG WARMER Instructions

7. Once all hotdogs have reached serving temperature, turn the HEAT CONTROL DOWN to between 160-170 degrees F (71-77 C) to keep them warm.
8. This machine is a very efficient steam generator and warmer! Place several buns AS NEEDED in the top bun compartment. Leaving buns in too long will result in either soggy or over-cooked buns.
9. Use tongs to remove buns and hotdogs from the steamer as the product will be hot to touch.

LOW WATER INDICATOR

If the Low Water Indicator light comes on, carefully add up to 4 more quarts of water to restart the heating element.

CLEAN-UP

Clean all removable parts with soap and water and dry thoroughly.
Wipe out and dry the bottom of the hot dog steamer.



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LARGE HOT DOG WARMER

Install the Steamin' Demon in a level position.
Connect the lead-in cord to a suitable outlet of the correct voltage.

OPERATION

1. Remove the hot dog basket and juice tray and add approximately ten quarts (no more) of water into the heating compartment so that the water level is above the heating element.
NOTE: Using hot water will reduce the heating time.
2. Place the tray and partition into the unit and put the wire compartments in place.
3. Place the hot dogs in the small compartment and the buns in the wire rack in the large compartment. Arrange the hot dogs and buns so that there is free circulation of steam.
4. Turn the switch to the "ON" position and set the thermostat control on "HIGH" until steam is generated.
5. For normal operation, set the thermostate control in the center of the range between LOW and HIGH.
6. The steaming compartments have been designed to deliver the proper amount of steam in each compartment. No adjustments are necessary.
7. Keep the lids closed while not serving.
8. Add more water as necessary to maintain the water level. (Add hot water, if possible.)

CLEAN-UP

Clean all removable parts with soap and water and dry thoroughly.
Wipe out and dry the bottom of the hot dog steamer.



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NOTE:

**Because of EXTREME HOT SURFACES,
this machine is required to be operated by ADULTS ONLY!**

POPCORN MACHINE

OPERATION

1. Plug the machine into a properly grounded 120-volt power supply.
2. Turn ON the MASTER switch. The interior lamp will come on and the warming element in the base will be activated.
3. Turn ON the KETTLE switch – the heat to the kettle and the agitating motor will be activated. Wait approximately 5 minutes to allow the kettle to get up to operating temperature.
4. Place $\frac{3}{4}$ cup of raw popcorn kernels, $\frac{1}{4}$ cup of cooking oil, and 1 teaspoon of seasoning salt into the kettle and lower the kettle lid.
(Use Benchmark USA Part # 42004 – Popcorn Measure Kit)
5. Allow the corn to pop until the popping ceases (3 seconds between pops) and then dump the kettle by turning the handle clock-wise and pulling downward.
6. For additional batches, repeat steps 4&5.
7. After popping the final batch, turn OFF the KETTLE switch.

**Using extreme caution because the kettle will be HOT,
with a damp cloth wipe any excess oil from the interior
and exterior of the kettle to prevent burned on oil stains.**

8. If you leave the MASTER switch in the ON position, the warming element in the base will keep any popped corn fresh and warm. The interior lamp will remain on as well and serve as a reminder that the popper is on.

See Page 12 for POPCORN MACHINE KETTLE & CABINET CARE



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**POPCORN MACHINE
KETTLE & CABINET CARE**

NOTE:

**Because of EXTREME HOT SURFACES,
this machine is required to be operated by ADULTS ONLY!**

KETTLE CARE

CAUTION:

NEVER SUBMERGE THE KETTLE IN ANY LIQUID! IT WILL SHORT OUT THE INTERNAL ELECTRONIC COMPONENTS AND VOID THE WARRANTY!

1. Always turn OFF the KETTLE switch after popping the final batch of a session. Leaving it ON will burn any residue oil that is left in the kettle.

For routine cleaning:

After popping the final batch of a session, **using extreme caution because the kettle will be HOT, with a damp cloth wipe any excess oil from the interior and exterior of the kettle to prevent burned on oil stains.**

CABINET CARE

Always FIRST unplug the machine from the power supply before cleaning!

1. The Stainless steel bottom tray, old-maid drawer and drop door are removable for easy cleaning in a sink or dishwasher. Use a mild detergent and water.
2. Use a standard glass cleaner for the glass panels and corner posts.



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PORTABLE SOUND SYSTEM

This system consists of:

- 2 – Speakers
- 2 - Speaker Stands
- 1 - Microphone
- 1 - Microphone Stand
- 2 - Speaker Cables
- 1 - Microphone Cable
- 1/8” Aux Cable

SET-UP

1. Pull speakers and microphone stands out of the Stand Bag and open legs.
Make sure the legs are all the way out!
2. Set stands at desired height.
3. Put speakers onto stands.
4. Connect Speaker Cable to Speakers:
Connect Speaker Cable Labeled-A to A-Labeled spot on Speaker #1.
Take other end of same Cable Labeled-B and connect to B-Labeled spot on Speaker #2.
5. Plug power cord for Speakers into outlets.
6. Plug Microphone Cable into MIC import on Speaker #1.
7. Plug 1/8” Aux Cable into AUX port on Speaker #1. Can be used to play music from phone or ipod.
8. Adjust Volume levels.
9. When using the microphone, switch ON and OFF by switch on microphone.

When event is complete, return all Sound System equipment to its rightful place.



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REPACKING THE TRAILER

1. Clean and dry all equipment before being returned to the Block Party Trailer.

It may be weeks before it is used again and mildew can form and damage equipment.

You may need to return to the church to clean everything thoroughly.

2. Return each item to its assigned place, ready to be used the next time!
3. **ATTACH ALL BUNGEE CORDS** on each shelf to prevent damage in transit.
4. **COMPLETE** the check list located by the rear door.

We are very interested in any ideas or other needs you might have found or experience during your event, so please share these on the bottom of the check list.

Report any lost items or needed repairs resulting from normal wear and tear at the bottom of the check list as well.

USER agrees to repair or replace anything broken by negligence or abuse during your event.

NOTE!!!

Be sure to raise the trailer legs before reconnecting the trailer to the tow vehicle.



BRIDGE CHURCH
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**Block Party Trailer
USE REQUEST/AGREEMENT**

Please Print Neatly.

Name of Church: _____

Address: _____

Contact Person: _____ CellPhone#: _____

Date of Event: _____

Purpose of Event: _____

The following items are required to reserve the BC@P BPT:

- \$50.00 Usage Fee for each event
- \$50.00 Refundable Deposit
- Copy of proof of insurance for vehicle pulling the BC@P BPT.
- Copy of driver's license of person driving vehicle pulling the BC@P BPT.

Please return this completed form, copies of insurance and driver's license, along with the \$50 Usage Fee and \$50 Deposit (2 separate checks made payable to Bridge Church at Perry) to:

Bridge Church at Perry, P.O Box 527 Perry, Ohio 44081

In consideration of the use of the trailer, hot dog machine, popcorn machine, snow cone machine, sound system, canopies, outdoor movie theater, and other contents of the block party trailer. User covenants and agrees to insure and hold harmless Bridge Church at Perry from any and all liability in the movement, use by User and guests, etc., and the return of the said equipment to Bridge Church at Perry in the same condition as received.

Printed Name: _____

Signature: _____

Date: _____

Person Receiving payment and paperwork: _____





BLOCK PARTY TRAILER IN/OUT CHECKLIST

	Out	Item
<input type="checkbox"/>	<input type="checkbox"/>	2- 10x10 Pop-UP Tents
<input type="checkbox"/>	<input type="checkbox"/>	Pop up Tent Weights
<input type="checkbox"/>	<input type="checkbox"/>	2- 6' White Plastic Tables
<input type="checkbox"/>	<input type="checkbox"/>	Snow Cone Machine
<input type="checkbox"/>	<input type="checkbox"/>	Snow Cone Scoops
<input type="checkbox"/>	<input type="checkbox"/>	Snow Cone Flavor Pumps
<input type="checkbox"/>	<input type="checkbox"/>	2- Round Water Coolers
<input type="checkbox"/>	<input type="checkbox"/>	2-Large Ice Coolers
<input type="checkbox"/>	<input type="checkbox"/>	2- Speaker Stand
<input type="checkbox"/>	<input type="checkbox"/>	2- Speakers
<input type="checkbox"/>	<input type="checkbox"/>	1-Microphone Stand
<input type="checkbox"/>	<input type="checkbox"/>	1-Microphone
<input type="checkbox"/>	<input type="checkbox"/>	1-Microphone Cable
<input type="checkbox"/>	<input type="checkbox"/>	2-Speaker Cables
<input type="checkbox"/>	<input type="checkbox"/>	2-Speaker Power Cords
<input type="checkbox"/>	<input type="checkbox"/>	1/8" Aux Cable
<input type="checkbox"/>	<input type="checkbox"/>	Small Hot Dog Steamer
<input type="checkbox"/>	<input type="checkbox"/>	Large Hot Dog Steamer
<input type="checkbox"/>	<input type="checkbox"/>	Popcorn Machine
<input type="checkbox"/>	<input type="checkbox"/>	Blow-up Movie Screen (separate Checklist For Contents)
<input type="checkbox"/>	<input type="checkbox"/>	5-Extension Cords (2 Black, 3 Orange)
<input type="checkbox"/>	<input type="checkbox"/>	1-Yellow Power Strip
<input type="checkbox"/>	<input type="checkbox"/>	1-Yellow Power Block
<input type="checkbox"/>	<input type="checkbox"/>	

Church Name: _____

Person Checking Out: _____

Signature: _____

Date: _____

BC@P: _____