

## **Evangelism Trailer Usage Policy**

1. The Evangelism Trailer is available to all Stone Mountain Baptist Association Churches for a \$200 fee on a first come, first served basis. Churches using the trailer that are not a member of our Association will be charged a fee of \$250. There will be a limit to two trailer usages per calendar year. Check must be sent to the Association, PO Box 911, Conyers, GA 30012. Reservations are confirmed by receipt of your payment along with completed Reservation Form.
2. Preference will be given to SMBA Churches first.
3. When the Evangelism Trailer is checked in, if there are maintenance concerns, missing equipment, or necessary repairs, the church using the unit will be responsible for full reimbursement of those costs.
4. Churches are encouraged to use the unit for evangelistic events.
5. The church using the trailer will be responsible for the supplies listed below and cleaning the equipment on the unit before it is returned. Please pass this on to the Event Coordinator so they will be prepared.
  - i. Garbage bags and receptacles.
  - ii. Signage for your church.
  - iii. Hand sanitizer.
  - iv. Unleaded gas for the generator.
  - v. Paper towels.
  - vi. Table covers.
  - vii. Tracts and Bibles for distribution.
  - viii. Ice for the snow cone machine.
  - ix. Your own canopy, tents and tables.
  - x. Water to clean the equipment.
  - xi. Glass Cleaner to clean the equipment.
  - xii. Clean all food machinery as per manufacturer's instructions (see manual in trailer)
  - xiii. Thoroughly clean the inside and outside of the Snow Cone machine with warm water. Wipe down all syrup pumps.
  - xiv. Wipe down all surfaces of Popcorn Maker. Use a standard glass cleaner for the glass panels. Clean kettle with hot to boiling water.
  - xv. Clean all surfaces of the Cotton Candy machine. Wipe the aluminum bowl well with hot water and make sure there is no sugar residue.