



# TOUCH-A-TRUCK PARTICIPANT REGISTRATION FORM

June 10, 2017 Ted Runner Stadium Parking Lot, University of Redlands  
At the northeast corner of University Ave. and Brockton St. in Redlands

Company/Organization Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Registration Type (check all that apply)  Exhibitor  Entertainer  Sponsor  Concessionaire

**Definitions:** "Exhibitors" may hand out free gifts or disseminate public health, safety, or quality of life information and distribute information about the organization at no charge to the Exhibitors. Exhibitors who wish to accept donations, make sales, or make a direct solicitation to join or otherwise financially support the organization they represent must become a sponsor at the "Tow Truck" level (\$200.00) or greater. Alternately, non-profits may apply to become an Event Partner. "Entertainers" perform for the attendees by juggling, performing close-up magic, singing, tumbling, and the like at no charge. However, they may not collect funds unless they sponsor (as above). *If you are bringing a vehicle, please fill out our "Vehicle Commitment" form instead of this one.* A "Concessionaire" must be a Tow Truck sponsor or greater in order to exchange goods and services at the event. In addition, those who wish to sell food or beverages of any kind at this event **MUST** have the requisite County Health permits on file with San Bernardino County and Rotary Club of Redlands no later than May 5, 2017. See the "TATE Sponsors and Exhibitors Outline" for all sponsorship and participation opportunities and requirements.

**Please tell us a little bit about what you would like to demonstrate, show, give away, and/or sell at this event:**

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**Please list the names of the people from your organization who will staffing this event (Convicted felons prohibited):**

Name	Cell Phone No.
_____	_____
_____	_____
_____	_____
_____	_____

**Please share any additional facts or concerns you have about your exhibit or demonstration, or any special provisions or accommodations you might need at the event:**

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**Statement of Policies and Responsibilities for Non-vehicle Exhibitors**

1. Please be punctual at all times including set up (7:30-8:30 AM), take down (2:00 PM), shift relief, etc.
2. Please participate fully in the Touch-A-Truck Event. This includes interacting with attendees, remaining at the event until closing and keeping a responsible adult employee (or person in a position of authority) near your exhibit at all times.
3. Note that there will likely not be shade or cover in your assigned exhibition area. We suggest you bring a canopy and chairs at a minimum. Electrical hookups are VERY limited and will be apportioned to the first registered exhibitors until gone. We suggest you plan to participate without hookups. Generators are permitted with prior approval. We will provide ample bottled water and lunch vouchers to you and we have volunteers to provide periodic breaks for your staff If needed.
4. Please refrain from flashing lights or making loud, disturbing noises during our "No Noise Ninety Minutes" from 9:00 AM to 10:30 AM to accommodate our visitors for whom such things may be upsetting.
5. Please strive to be courteous to all associated with this event, whether staff, volunteer, other vendors or attendees.
6. Please make an effort to keep your area neat and free of garbage. Exhibitors are responsible for keeping their site in the same condition as when they arrived.
7. Please be modest in language and attire. Remember that this is a family event and there will be many children in attendance. Please identify your staff through a uniform if your organization has one.
8. Ensure that your organization's contact person is available to the TATE staff at all times, whether in person or by phone.
9. GIVEAWAYS ARE WELCOMED AND ENCOURAGED. Feel free to distribute business cards and to discuss your work with attendees.
10. No pets are allowed. Licensed service animals only.
11. No alcohol and/or other intoxicants, nor the use of tobacco products are permitted during the event.
12. Any incidents or accidents during the event need to be handled by a Touch-A-Truck staff member, University of Redlands Security, or emergency services personnel. If any issues arise, locate a Touch-A-Truck staff member, Paramedic, or a Peace Officer immediately.
13. By your participation, you warrant that your business, organization, and/or you as an individual possess comprehensive liability insurance as required by state and local statute. You may be required to provide a Certificate of Insurance that lists the University, its Officers, Employees, and Trustees as additional insured on a primary and non-contributory basis in the amount of \$1,000,000.00 each occurrence and \$2,000,000.00 in the aggregate. You also agree to hold harmless Rotary Club of Redlands, the Redlands Rotary Club Foundation, the University of Redlands, it's employees, members, staff and/or volunteers harmless for any loss or injury which may occur.
14. Rotary Club of Redlands and/or the University of Redlands may prohibit or terminate any exhibit, demonstration, or activity which creates any condition deemed unsafe for the participants, property, and/or volunteers **OR** do not conform to the needs, purpose, and/or goals of the Rotary Club of Redlands Touch-A-Truck event.

***As an authorized representative of the above organization or entity, I agree to abide by all of the above terms, conditions, and requirements for participation in the Touch-A-Truck Event.***

SIGNATURE \_\_\_\_\_

DATED \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

Please fax this completed registration form and any other documents to (909) 792-9511 or email them to trucks@redlandsrotary.org no later than June 2, 2017. If you have questions, please e-mail trucks@redlandsrotary.org or call (909) 792-9595.

Please indicate any sponsorship or additional donation amount here: \_\_\_\_\_

Thank you for your support for the charitable initiatives of Rotary Club of Redlands and our nonprofit partners. Make checks payable to "Redlands Rotary Foundation." Redlands Rotary Foundation is a I.R.S. 501(c)3 organization.

**The Touch-A-Truck Team**

Rev. 4/21/2017