

Trunk Application for the Port Orange Parks and Recreation

HALLOWEEN FEST

COMMUNITY SPONSORED

TRUNK OR TREAT

Organization name/Individual: _____

Contact name: _____

Phone: _____

E-mail: _____

Entry Set up
(check all that apply)

- Car/Truck/Van
- Trailer
- Tent
- Other (Please describe) _____

Entry Details

Approximate size of your entry
(length and width): _____

Entry Theme: _____

Special Notes/Requests: _____

Please submit application by Oct 23rd, 2020

Event will be held at City Center Park on OCT 31st, 2020 from 5pm-8pm

**READ THE RULES AND REGULATIONS ON PAGE 2
OF THIS APPLICATION BEFORE SUBMITTING IT**

Questions?

(386) 506-5868 | twiggins@port-orange.org

Community Sponsored Trunk or Treat

The 2020 Halloween Fest Community Sponsored Trunk or Treat will occur at the City Center Park. The Trunk or Treating will begin at 5 pm and will last until approximately 8 pm.

Unlike previous years, this year's Halloween Fest will be a slimmed down event and it will only include the Trunk or Treat. There will NOT be a costume contest, food trucks, or haunted house. As we get closer to the event, we will send you specific instructions for arrival and parking.

Also new this year, the trunk or treaters and their families will have to pre-register for a specific entry time into the event to avoid long lines and crowds. We expect 360 families, with around 720 children to attend the event this year. In previous years we had up to 4,000 attendees.

ENTRY RULES

1. All vehicles, tents, etc. must be decorated for kid-friendly Halloween. Identify your decorated vehicle by displaying your organization's name in some fashion.
2. Candy must be available to be distributed. We expect about 720 children to attend the event. Please ensure that you have enough candy for all of the children.
3. We encourage our trunks to use a distanced method for handing out candy, such as putting individually wrapped candy bags on a tray 6' in front of the trunk for kids to pick up as they pass by.
4. Please feel free to give away promotional materials as well, however on-site sales are not permitted.
5. Costumes and masks are highly encouraged, though they need to be appropriate for children.
6. Only decorated vehicles will be permitted to park in the event space. Additional vehicles accompanying the decorated entry will have to park at the nearby Parks and Recreation Gym, Lakeside Community Center, soccer field or library parking lots and walk in.
7. Your application must accurately describe the size of your entry, so staff can plan appropriately. Any changes after submitting the application must be approved by the Parks and Recreation Department. If you arrive at the event with a larger vehicle, trailer, or tent, than you listed on your application, staff has the right to turn you away.
8. Access to electric will be limited and must be requested ahead of time.
9. Please note, for safety vehicles cannot enter or exit the event space until the event ends and police authorize vehicle movement in the event space.

How to submit application:

- ⇒ E-mail twiggins@port-orange.org OR
- ⇒ Drop off at 1395 Dunlawton Ave, Port Orange, FL 32129 OR
- ⇒ Mail to Parks and Recreation, Teresa Wiggins, 1395 Dunlawton Ave, Port Orange, FL 32129

Thank you for participating in this year's Halloween Fest Community Sponsored Trunk or Treat!

If you have any questions, please feel free to call the
Port Orange Parks and Recreation Department at 386-506-5868.