**Appendix 3: BPET Contents Checklist**

Use this checklist to insure that all items are in the trailer when you unload it and returned to trailer when you reload it. Items must be clean and dry before placing in the trailer.

**Food Preparation**

\_\_\_ 2-Drink Coolers

\_\_\_ Snow Cone Machine w/scoop

\_\_\_ 4-Snow Cone Syrup Pumps

\_\_\_ Popcorn Popper w/scoop

\_\_\_ Grill

\_\_\_ Grill tongs, spatula, fork

\_\_\_ 2-Ice chests

**General Set-up**

\_\_\_4 EZ up tents in cases

\_\_\_ Generator

\_\_\_Registration Bin

\_\_\_ Sound system with 2 Speakers

\_\_\_ 2 Microphones

\_\_\_ 2 Speaker Stands

\_\_\_ CD Player and patch cord

\_\_\_6 Tables

\_\_\_ 12 Folding Chairs

\_\_\_ Cord Bin

 \_\_\_ 4/ 50 ft. extension cords

 \_\_\_2/100 ft. extension cords

 \_\_\_ 3 Three way Adapters

 \_\_\_ 1 Eight outlet power cord

\_\_\_ Large Bounce House

\_\_\_ 12X16 Tarp for protecting Bounce

 House

**Games and Activities (Game pieces in individual bags in Game bin)**

\_\_\_ Ladder Toss

\_\_\_Bag Toss

\_\_\_Washer Toss

\_\_\_Bocce Ball

\_\_\_ Horseshoes Set

\_\_\_Jammerz Disc Toss

**Miscellaneous Equipment**

\_\_\_First Aid Kit

\_\_\_ Fire Extinguisher

\_\_\_ Spare Tire

\_\_\_ 2 Jack stands (Use on back of trailer)

\_\_\_1 Four-way tire tool

\_\_\_2 Brooms

\_\_\_ 16 Tent Stakes with Bounce House

\_\_\_ 16 Five gallon buckets

\_\_\_16 Straps for buckets

\_\_\_ 1 Electric Blower

\_\_\_ 1 set of wheel chocks

\_\_\_ 2 door locks

\_\_\_ 1 Trailer Tongue lock/w key

**Tool Kit**

**\_\_\_** Hammer

\_\_\_Screwdrivers (Flat head & Phillips head)

\_\_\_Slip Joint Pliers

\_\_\_ Groove Joint Pliers

\_\_\_ Adjustable wrench