



EXHIBITOR INFORMATION

Our mission is to offer a wide variety of vehicles for the community to explore. If you have a vehicle to display, especially one that can be touched, we are looking for you!

Touch-a-Truck offers a great opportunity to educate and to personally interact with your customers, support the youth in our community, and gain exposure for your company. Take the time to demonstrate how your services impact the families of Southern Maryland. Giveaways are encouraged. Use your imagination and find a way to let families take home your company.

APPROVAL OF VEHICLES—All vehicles are subject to approval by the Touch-a-Truck Committee. Center for Children reserves the right to reject vehicles on the day of the event for reasons of safety to persons attending Touch-a-Truck.

VEHICLES SET UP/REMOVAL—Touch-a-Truck will begin at 10:00 a.m. in the parking lot area of the St. Charles Town Center. Check-in for vehicles will begin at 7:30 AM. **ALL VEHICLES MUST BE IN PLACE NO LATER THAN 9:00 A.M. WE ENCOURAGE LARGE TRUCKS TO ARRIVE AS EARLY AS POSSIBLE.** Tents no larger than 10x10 are permitted as well as banners and company signage. The event will take place from 10:00 a.m. until 3:00 p.m. You may begin to tear down exhibits at 3:00 p.m. Removal of vehicles and equipment must be complete by 4:00 p.m. No vehicles may be left overnight.

BRING VEHICLE UNIQUE TO YOUR COMPANY—Display vehicles and equipment that strongly identify your company and would be interesting and give attendees a chance to get up close to something they may not normally see. (Examples: Cement truck, race car, helicopter, ambulance, etc.)

SAFE FOR ATTENDEES—The vehicle must be safe and clean. People attending, especially children, will want to climb on the trucks or equipment, honk the horns, pull the levers, etc. Please be sure that the vehicles or equipment are preset in a way that will not harm attendees.

MULTIPLE VEHICLES—Your company is welcome to bring multiple vehicles, we will be sure to place all of your company's vehicles together.

VEHICLE ATTENDANT—Provide at least one (1) attendant per vehicle who is able to be around children, to supervise the vehicle(s) at all times during the event. The attendant must be willing to provide a description of the vehicle(s)'s services and guide "tours" as allowable.

PERSONAL VEHICLES—Personal venues of "attending exhibitor staff" can be parked in the designated Staff and Vendor lot specified by Center for Children in forthcoming emails.

Restroom facilities are limited to a designated area inside the St. Charles Towne Center. First Aid will be available. Committee Members and volunteers will be on hand to help answer any questions and help with crowd control.

This is a rain or shine event. Should weather conditions be such that we would absolutely have to cancel the event, you will receive an email 24hrs prior. You are always welcome to contact us directly with any questions at: development@center-for-children.org



Exhibitor Registration Form

EXHIBITOR INFORMATION

Company/Organization Name: _____

Contact Name: _____

Address/City/State/Zip: _____

Phone: _____

E-mail: _____

Website: _____

OUR COMPANY WILL BRING THE FOLLOWING:VEHICLES

Vehicle #1 _____ Length _____ Width _____

Vehicle #2 _____ Length _____ Width _____

Vehicle #3 _____ Length _____ Width _____

Vehicle #4 _____ Length _____ Width _____

Vehicle #5 _____ Length _____ Width _____

Special requirements for your vehicle (s) (i.e. early arrival time, extra space needed, etc.)

Exhibitor understands that the nature of Touch-a-Truck is to give children and chance to interact with vehicles. Children will touch, climb, and explore the vehicle(s), as allowed by Exhibitor. While The Center for Children will make every effort to ensure a safe event for all involved, the exhibitor understands they are responsible for the oversight and safety of its own vehicle(s), as well as for determining an appropriate attendant to supervise the vehicle. Therefore, Exhibitor agrees and acknowledges that while voluntarily participating in Touch-a-Truck , Exhibitor assumes the risk of injuries to Exhibitor’s volunteers and Exhibitor’s property; acknowledges that the Center for Children and their employees and volunteers are not in any way overseeing Exhibitor vehicle (s) at Touch-a-Truck; and will hold harmless, covenant not to sue, release, and waive any and all potential claims against the Center for Children and their employees and volunteers.

To confirm your agreement with these terms of participation, please complete, sign, and date below and return, by May 10, 2024

Signature: _____ Date: _____

Send completed form:

Mail: Center for Children, PO Box 2924, La Plata, MD 20646 Email: djones@center-for-children.org Or fax: 301-609-7284