



# YOUTH GRAND TRUNK 2010 Booking Form

## Booking the Trunk

The Youth Grand Trunk is a FREE resource available to youth leaders who want to lead activities as part of an event registered with the Festival of Neighbourhoods.

## Procedure

- To book the trunk, please return this form to FON at:  
 The Social Planning Council of K-W  
 151 Frederick Street, Suite 300  
 FAX: 578-9185    PHONE: 579-1096  
 EMAIL: [fon@waterlooregion.org](mailto:fon@waterlooregion.org)
- You will be sent a confirmation and an inventory sheet. Please choose items that you plan on using at your event and return it at least 1 week in advance of your event.
- Pick up the trunk on the day of your event between 2pm and 4:30pm at the above address. If your event is on a weekend, the trunk must be picked up on the Friday.
- Have a great event and take lots of pictures to include in the 2010 festival scrapbook!
- Pack up the trunk and check that all items are being returned by filling in the "Quantity Returned". In the notes section of the Inventory, write down which non-reusable items (ie. Face paint) were used up so that we can replace them. Include the completed inventory with the trunk.
- Return the trunk to the pick-up location by 10am the following day (or the following Monday if you had a weekend event).

### I would like to book the YOUTH GRAND TRUNK for:

Event Date and Time: .....

Event Location: .....

Contact Name: .....

Phone Number: ..... Fax: .....

Email Address: .....

Additional Notes: .....

.....

I accept responsibility for the Grand Trunk and all of its contents for the duration of the time period stated above. By signing this agreement, I verify that I have checked the contents of the Grand Trunk prior to its usage and after the event has occurred. Should any missing items occur, I will notify the Festival of Neighbourhoods committee during the return of the Trunk. Finally, I recognize my responsibility to bring out the neighbours and create some fun!

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## Youth Grand Trunk – 2010 Inventory Request Form

**Please check off items that you would like to use in your event.**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**NOTE:** All items have to fit in one 4'x2'x2' trunk, so please only ask for what you will use. Unfortunately, we may not always be able to give you exact items or quantities.

### General Games

Please here if you need this item	Item	Qty available	Qt Returned	Notes	For Office use only
	Large Multi-coloured Parachute	1			<b>8</b>
	Giant Twister game	1			<b>2</b>
	Regular Twister game	1			<b>2</b>
	Horse Shoe-4 shoes-2poles	1			<b>8</b>
	Safety Lawn dart set (3 darts each)	1			<b>8</b>
	Jumbo checker game	1			<b>?</b>
	Marble kit (includes inflatable marble arena)	1			<b>?</b>
	Frisbees	1 bag			<b>8</b>
	Large Dice	2			<b>8</b>
	Jumbo Playing cards	1 deck			<b>1</b>
	Large box of Tiddly-winks				<b>8</b>
	Yo-yo and string	1 set			<b>1</b>
	Dominoes (game)	1 bag			<b>2</b>
	Jacks	1 bag			<b>2</b>
	Large Ludo Game	1			<b>2</b>

### Ball Games

Please here if you need this item	Item	Qty available	Qt Returned	Notes	For Office use only
	Table tennis racquets and balls	1 bag			<b>8</b>
	Badminton Racquets and shuttlecocks	2			<b>8</b>
	Plastic rackets	2			<b>8</b>
	Balls- plastic, tennis-ball size	22			<b>1</b>
	Mini soccer balls (foam)	1			<b>1</b>
	Basketball	1			<b>8</b>
	Tennis balls	2			<b>1</b>
	Hockey pucks	5			<b>1</b>
	Scoops and ball	4			<b>8</b>
	Mini football	3			<b>1?</b>
	Whistle	1			<b>1</b>
	Mini-Cones-orange as markers	7			<b>1</b>
	Inflatable balls	3			
	Velcro gloves and ball set	1 set			<b>6</b>
	Mesh basket (for ball throw)	2			<b>8</b>
	Yoga ball	1			<b>8</b>
	Soccer ball	2			<b>8</b>
	Giant tennis ball	1			<b>8</b>
	Super soakers	1			<b>8</b>
	Hover disc	2			<b>8</b>
	Mega blocks	1 box			<b>8</b>

### Ropes

Please here if you need this item	Item	Qty available	Qt Returned	Notes	For Office use only
	Ankle Skip it	2			<b>1</b>
	Skipping Ropes	1 bag			<b>1</b>



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	Tug of war rope	1			<b>8</b>

**Costume and young children items**

<b>Please here if you need this item</b>	<b>Item</b>	<b>Qty available</b>	<b>Qt Returned</b>	<b>Notes</b>	<b>For Office use only</b>
	Boas	Bag			<b>2</b>
	Costumes	Bag			<b>2</b>
	Face paint				<b>1</b>
	Tattoos				<b>1</b>
	Bag of stuffed toys				<b>6</b>
	Nylon Pop up tunnel				
	Bubbles				<b>1</b>
	Side walk chalk				<b>1</b>
	Large foam Jig saw puzzle	1			<b>6</b>
	Pretend mega phone	1			<b>7</b>
	Balloons, pump (3) and ribbon	?			<b>2</b>
	Plastic Walkie talkie	1			<b>1</b>
	Doll	1			<b>1</b>
	Lawn Flower Kit-13 flowers , 4 stems				<b>8</b>
	Foam bat				<b>8</b>

**Music Items**

<b>Please here if you need this item</b>	<b>Item</b>	<b>Qty available</b>	<b>Qt Returned</b>	<b>Notes</b>	<b>For Office use only</b>
	Cymbals	5			<b>7</b>
	Bells	4			<b>7</b>
	Horn	1			<b>7</b>
	Drum	2			<b>7</b>
	Maracas	12			<b>7</b>
	Clappers	3			<b>7</b>
	Drum stick	1 set			<b>7</b>
	Flute	1			<b>7</b>

**Craft supplies**

<b>Please here if you need this item</b>	<b>Item</b>	<b>Qty available</b>	<b>Qt Returned</b>	<b>Notes</b>	<b>For Office use only</b>
	Pencil crayons	1 box			
	Glitter glue	1 box			
	Scissors	1 box			
	Streamers/ribbon/string	1 bag			
	Plastic cups	15			
	Markers	1 bucket			
	Acrylic paint	1 bag			
	Paint brushed				
	Paint sponges	1 bag			
	Sand	1 jar			
	Stickers				
	Yarn				
	Jewellery string	1 spool			
	Straws	1 bag			
	Oil pastels	1 box			
	Roll of paper	1			
	Plastic sheet	1			
	Beads				