



Downtown Shippensburg's Touch a Truck Entry Form

Saturday, June 22, 2024
10am to 2pm

Thank you for your interest in participating in the first annual Touch a Truck event. This event will raise funds for the revitalization of Downtown Shippensburg, while promoting engagement with downtown and local businesses and entertaining families. **This is a rain or shine event. Setup is between 8am and 9:30am. You must be set up by 9:45am. Participating non-emergency vehicles must stay until the end of the event at 2pm.** Your vehicle(s) will be assigned to a lot depending on its size and required accommodations, with further setup and lot location details to come.

Please submit proof of insurance/certificate of liability with your application.

If you have any questions or concerns, please reach out to Shippensburg Downtown Coordinator, Krissy Cressler, at 717-609-9363 or downtown@shippensburg.org

Submit this form to downtown@shippensburg.org or by mailing to/dropping off at:

Shippensburg Area Chamber of Commerce
68 W King St.
Shippensburg, PA 17257

Company Name:

Address:

City:

State:

Zip code:

Contact Person:

Phone Number:

Email:

Vehicle Type (attach additional sheets if more than 3 vehicles)	Approx. width	Approx. length	Trailerred?

Please provide a brief description of your vehicle, including any unique features, safety concerns, or accommodations your vehicle will require (wide turn, adjacent large open area, placement near exit):

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Name of individuals staffing your vehicle	Cell phone	Email

If you are interested in purchasing a Touch a Truck t-shirt, you are strongly encouraged to pre-order shirts before the event to guarantee preferred size. T-shirt sizes are first come, first serve. Please indicate your desired shirt count and size below. Payments may be made at the mail/drop off address above by check or credit card.

Youth sizes (\$10):

S: M: L: XL:

Adult sizes (\$15):

S: M: L: XL: 2XL: 3XL:

Statement of Policies and Responsibilities for Vehicle Displays

1. Please be punctual at all times including set up, take down, shift relief, etc.
2. Please participate fully in the Touch A Truck event (TAT). This includes interacting with attendees, remaining at the event until closing and keeping at least one responsible adult employee (or person in a position of authority) near your vehicle.
3. Please make an effort to keep your area neat and free of garbage. Vendors are responsible for keeping their site in the same condition as when they arrived.
4. Ensure that your agency's contact person is available to the TAT staff at all times, whether in person or by phone.
5. **GIVE-AWAYS ARE WELCOMED AND ENCOURAGED.** Feel free to distribute business cards and to discuss your work with attendees, however, we ask that you not engage in the sale of any services or merchandise during this event unless special permission has been given by TAT staff.