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October 5, 2020

Dear Trunk or Treat Street Registrant,

The season has finally arrived, and we are excited you are participating in the 2020 Trunk or Treat Street!! This letter contains information to make your set up and experience easy and fun. Thank you to the vendors and sponsors of the 2020 event. Because of you, it is amazing every year but this year we appreciate you even more as we have had to make some changes. Please read this letter to learn how best to prepare for the event and passing the candy to the students. We will release another letter the week of the event with more information about placement, weather, and reminders.

This year Trunk or Treat Street will be held on Saturday, October 31st. Set up will begin at 2:30 and all Registrants are requested to be done with set up at 3:45. The cars will start at 4:00. Weather is the silent partner in this event and this year we anticipate average weather but if colder weather does appear, we will hold to the standard the local school system implements for weather closures. More on that in our next letter but we do not anticipate bad weather this year.

When your group or organization arrives to set up, please arrive by taking S. Fulton Ave and turning E. onto Kahil Street. This will ensure you do not get stopped by barricades. You will enter the high school parking lot from Kahil Street.

What do you need to bring?

- Car/Truck (if you are doing a traditional trunk) or Table/Chair(s)/Canopy if desired. (Please consider the weather in your booth design and weights if you have a canopy) **Please note your space will be limited to one parking spot. Due to covid safety regulations, we will hold an open parking space between each car or booth.
- Candy/items to hand out to the children. *Please see below for regulations on candy distribution.
- Marketing items for parents if you like.
- If you like, come up with a theme between your booth and costumes. Be sure to have some fun of your own!
- Some of you are planning to participate in our booth competition. A Chamber Membership goes to the first place winner!

How to prepare and distribute candy.

- You will be allowed to hand out candy to children passing by in their vehicles.
- Candy must be prepackaged, and we suggest a minimum of two candies (but you can be as generous as possible) placed in a Ziplock baggy or cute little bag, etc.
- As each car enters the Trunk or Treat Street, they will be asked how many children are in the vehicle. This number will be written on a card and placed on the window of the vehicle so you can see how many packages of candy to have ready to hand into the passing cars. (Cars will never stop but rather keep moving through in a sort of "magic carpet ride" type method to help ensure all cars are able to enter the event and not hold you past 6pm.)
- If you are handing out candy, you **MUST** wear a face mask covering your nose and mouth and plastic gloves as part of our covid safety protocol.
- Please keep all interactions with attendees to a minimum so we can keep the flow going and help as many of our children be able to enjoy the event.

Parking: After unloading your booth or decorations, extra vehicles will need to be parked on the front side of the high school. Please no extra vehicles in the South high school parking lot.

The Chamber of Commerce, Fort Lupton High School and Downtown Fort Lupton Group appreciate your help in making Trunk or Treat Street a safe event for everyone. Please contact Natalie Cummings if you have any questions or concerns.

Thank you for your participation,

Downtown Fort Lupton Group
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