

Touch-A-Truck Cortland

Sunday, June 2, 2024 • 10am - 2pm



Join the City of Cortland Youth Bureau and Fire Department as we host our **Touch-a-truck** event on Sunday, June 2nd. Touch-a-truck events are fun, family friendly events where the young and the young at heart have a chance to touch, sit in, and learn about these large trucks and heavy duty machinery they see throughout their community. This is also a great opportunity for companies to promote their services to local residents. This free community event will help to promote the importance of having local businesses like YOU in their community.

Complete the registration form to register your vehicle(s) for the event. Registration forms are accepted on a first come first serve basis. We reserve the right to limit the number of vehicles of the same or similar type. Registrants will receive an emailed confirmation once all vehicles have been approved.



EXACT LOCATION IS TBA: It will be in the City of Cortland

Vehicle Exhibitor Guidelines

- Submit the vehicle registration form no later than Friday, May 31, 2024.
- Two representatives per vehicles will be in attendance at each vehicle from 9:30am to 2:30pm. Attendants should be able to provide a description of the vehicle, as well as guided “tours” of the vehicle interior as allowable.
- Registered vehicles must arrive on event day between 8:00am-9:00am to set-up. Vehicles requiring special accommodations such as large turning radius will be asked to arrive early during the event set-up. Vehicles are expected to stay the entire length of the event unless agreed in advance by the event hosts.
- All vehicles must be removed the day of the event by 4:00pm.
- Exhibitors acknowledge the nature of this event involves interaction of children and the vehicles that allows children to see, touch, and explore the vehicle while learning about the functionality. Vehicle attendants remain responsible for ensuring the safety of their vehicles and those exploring it.
- Exhibitors agree to indemnify and hold harmless the City of Cortland and its employees, officers, and agents from and against any and all liability.
- Vehicle participants will comply with a No Horn policy. Touch-a-truck is an inclusive event for all children and attendees. Vehicle horns will need to be disabled prior to the start of the event to prevent startling noises.
- Exhibitors will need to provide their own tables and chairs to have at their vehicle stations.
- Between the hours of 1:00 and 2:00pm we will hold a sensory hour with no lights, sirens or engines running.



VEHICLE REGISTRATION

Registration Deadline: Friday, May 31, 2024

Vendor Contact Information

Company Name:

Contact Person:

Position:

Address:

Phone:

Phone:

Vehicle Information

Description: List/describe the vehicles you would like to bring.

Dimensions: What are the dimensions of the vehicle or how much space will you need?

Activity: Describe any special activity for children you would like to host at your site. (Character appearances, game, etc)

Marketing: Describe any promotional/marketing materials you will be distributing.

Exhibitors agree to indemnify and hold harmless the City of Cortland and its employees, officers, and agents from and against any and all liability.

Print Name: _____

Sign Name: _____