



I am writing on behalf of the Rock Ridge High School Band Support Organization - we need your help for our **Touch-A-Truck event!**

Rock Ridge High School opened in Ashburn, Virginia in September, 2014. In the short time since the school has been open, our band program has competed successfully against some of the best programs in Virginia and across the country. The bands have earned the title of Virginia Honor Band four times and are poised for a fifth win. We have even bigger plans for next year, as even more students will join us and increase our ranks!

All of this quick growth takes money! We are planning a special event to assist in our funding needs. On Saturday, May 11, 2019, from 9 am to 1 pm, we will be hosting our fifth annual Touch-A-Truck event at Rock Ridge High School. Touch-A-Truck is fun, family event to be enjoyed by kids of all ages, where kids can explore their favorite construction trucks, fire engines, police cars, motorcycles, news trucks etc. We are looking for vendors for the event - such as food trucks, product sales, businesses. We are enclosing the sign-up and sponsorship forms. More information on the event can be found on our website at www.rockridgetrucks.com.

This will be a fun-filled day that will be long remembered in the community, and bring positive brand awareness to your company. Thank you in advance for helping to make this event become a reality!

Sincerely,

Justin Ratcliff
RRHS Band Director

Melanie Grover
RBSO President



Rock Ridge High School Bands
Proudly Announces Our

5th Annual Touch-A-Truck

Saturday, May 11, 2019
Rock Ridge High School - Ashburn VA
Rain or Shine
9:00 a.m. to 10:00 a.m. - VIP Hour
10:00 a.m. to 1:00 p.m. - General Admission

Event Overview

Touch-A-Truck provides a unique opportunity for children to explore vehicles of all types including public service, emergency, utility, construction, landscaping, transportation, delivery, and just plain cool stuff – all in one place! Children will be allowed to touch their favorite vehicles, get behind the wheel, and meet the people who help to build, protect, and serve our community. Crafts, games, and food trucks will also be part of the day's entertainment. Touch-A-Truck will quickly become a tradition for many Loudoun families – we expect attendance well over 1000 this year.

Participant Opportunities

Touch-A-Truck provides an excellent opportunity for participants to showcase their brand and interact with parents, children, and the Loudoun community-at-large. There are multiple ways for your organization to participate, such as event participation, providing an activity or a performance, or making an in-kind donation.

Event Impact

Touch-A-Truck proceeds go entirely to support the band programs at Rock Ridge High School. Our award-winning programs already include symphonic band, marching band, jazz band, percussion groups, and will be expanded in the future! We expect that over 200 students will be participating in our band programs within the next few years.

Event Contact

To learn more, please visit our website at www.rockridgetrucks.com or contact us at rbso.president@gmail.com.

Rock Ridge Band Support Organization
c/o Rock Ridge High School
43460 Loudoun Reserve Drive, Ashburn, VA 20138
Phone: 703.996.2103



Climb. Explore. Learn. TOUCH!

5th Annual Touch-A-Truck

Saturday, May 11, 2019

Rock Ridge High School

9:00 a.m. to 1:00 p.m.

Rain or Shine

VENDOR GUIDELINES

1. Space assignments will be determined by the RBSO based upon the best interests of the event and/or first-come first-served basis. All tables/tents will be located on open blacktop adjacent to Rock Ridge High School. No electricity will be provided. Vendors must supply their own tents, tables and chairs. Tents may not exceed 10x10. Food trucks may take up to two parking spaces. Participants may bring banners, signage, decorations, etc. to promote their business. RBSO shall not be held responsible for any loss or damage to participant's property.
2. Vendors must pay the required fee of \$100 for regular vendors and \$150 for food vendors upon notification of acceptance of your application unless other arrangements have been made.
3. Vendors may sell food/goods and showcase services during the event that are appropriate and in keeping with a family event.
4. All food vendors must comply with applicable regulations and have food permits available for inspection.
5. The RBSO reserves the right to deny a proposed vendor at its discretion (e.g. based on the nature of this event and duplication of activities and goods).
6. The RBSO will take appropriate measures to facilitate a safe event; however the participant remains responsible for the supervision and safety of its property. The participant shall indemnify, save and hold harmless the RBSO and its officers, directors, and volunteers from all liability, damage, loss, claims, costs, demands and actions of any nature whatsoever



arising out of the Touch-A-Truck event.

7. Participants must arrive on event day at 8 a.m. to set-up. Vehicles requiring special accommodations, such as a large turning radius, may be asked to arrive early during event set-up. Participants are expected to stay the entire length of the event and may not leave until after the event's conclusion at 1:00 p.m. unless otherwise agreed to in advance by the RBSO.

8. Participant acknowledges that wireless internet access is not available at the event venue. Air cards from mobile carriers should work but service is not guaranteed by RBSO.

9. Participant grants permission to the RBSO to take photographs or record videos of participant and/or display during the event for the strict purpose of promotion and publicity of the event and/or the RBSO and Rock Ridge Bands.

10. Participant and their representatives shall conduct themselves in a manner that is appropriate for the family-oriented event, which includes but is not limited to no smoking, no profanity, and no display of inappropriate content or clothing.

11. Participants are encouraged to bring chairs and/or tents (with weights) if standing, heat or rain is an issue for the vehicle's guides. We are unable to supply these items to participants.

NEXT STEPS:

RBSO looks forward to your participation in our 5th Annual Touch-A-Truck event. By signing the Commitment form below, you accept the terms outlined in this agreement. This agreement is not effective until the RBSO receives the signed Commitment Form and payment which must be received prior to the event in order to participate.

EVENT CONTACT INFORMATION:

Rock Ridge Band Support Organization

Melanie Grover, RBSO President

Email: rbso.president@gmail.com



TOUCH-A-TRUCK VENDOR COMMITMENT FORM

Saturday, May 11, 2019

Rock Ridge High School

9:00 a.m. to 1:00 p.m. (Rain or Shine)

Participant Name: _____

Address: _____

Contact Person: _____

Phone: _____ Fax: _____

Email: _____

Website: _____

Facebook Page: _____ Twitter Handle: _____

Description of offering (goods for sale, business, food truck):

_____ Please contact me about becoming a Touch-A-Truck sponsor or in-kind donor.

I have received and agree to the terms and conditions outlined in the VENDOR GUIDELINES.

Signed: _____

Dated: _____

Return to address below or by email to: rbso.president@gmail.com. Payment should be mailed to the below address.

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c/o Rock Ridge High School
43460 Loudoun Reserve Drive, Ashburn, VA 20138
Phone: 703.996.2103