**FREEDOM RALLY PREPARATION CHECKLIST**

**Equipment to Provide or Rent:**

•Outdoor Screens and Projectors

•Sound System

•Lighting for Stage Area

•Piano/Keyboard

•Platform for Singers/Speakers- OPTIONAL

*(Adequate power supply for Sound, Lights, and Inflatable Screen)*

**Things to Prepare Beforehand:**

•Sponsors

•Sponsors Booklets or Handout Sheets- OPTIONAL

•Promotional Posters/Flyers

•Permits:  Use of Park, Serving Food at Park, Fireworks

•Insurance Rider on Church Policy (Park may require this)

•Workers:  Event Coordinator, Team Leaders, Workers

*(Teams include: Decorators, Parking, Kid’s Activities, Cooks, Servers, Dessert Booths, Static Displays, Clean Up Crew)*

•Decorations/Flags for Park

•Materials for Book Table- OPTIONAL

•Food/Drink for Picnic

•Refrigerated Truck or Deep Freeze for Food

•Dessert Booths- OPTIONAL

•Special Guests:  Color Guard, Speakers, Patriotic Testimonies?

•Special Music:  Kids Choir, Adult Choir, Quartet, Bluegrass

•Kid’s Activities:  Inflatables?, Petting Zoo?, Pony Rides?, Games?, One Room Schoolhouse?, Jeep Rides?, Face Painting?

•Static Displays:  Military?, National Guard?, Civil War Groups?, Revolutionary War Groups?, Veterans Groups?, Police, Sherriff, Highway Patrol, Fire Department Vehicles?  Air Evac Helicopter?- OPTIONAL

•Color Guard:  Boy Scouts?, Veterans Organizations?, Military?

•Fireworks Show- OPTIONAL

•Schedule Trash/ Portable Toilets

**Possible Schedule for the Day:**

10:00 AM       Arrive at Park to Decorate & Set Up

1:30 PM         Sound Man & Fireworks Should Begin Set Up

4:15 PM         Sound Check with Choirs/Special Music

4:30 PM         Inflatables/Petting Zoos/Static Displays Arrive

5:00 PM         Feed Workers

6:00 PM         Picnic & Activities Begin

8:30 PM         Freedom Rally Begins

9:15 PM         Fireworks

9:30 PM         Dismiss & Clean Up

**Estimate for Expenses:**

(Obviously, if these can be borrowed, that will help.)

•Screen & Projector              $600

•Sound System                      $1200

•Lighting                                $300

•Posters/Flyers                     $100

•Sponsor Books                    $1000

•Decorations/Flags               $?

•Food/Supplies for Picnic     $?

•Inflatables                            $150-300 each

•Petting Zoo                           $400-600

•Special Guests/Music          $?

•9 Minute Fireworks Show  $2500

•Bro. Myers Family                Love Offering