

Event Name: Drive Thru Trick or Treat

Day/Date: Sunday, October 31st

Time: 3:00pm-5:00pm

Weather: Cold, 40s and light snow started at 4:45pm.

Attendance: 334 Cars, Roughly 750 Kids

of Volunteers 20

Total Cost: \$621.94

Expense Budget: \$1,000 Actual: \$1,221.94

Supplies:

 Amazon – toys - \$490.17

 Oriental Trading - toys - \$208.77

 Sam's Club - candy/treats - \$273.00

Marketing

 Facebook \$250

Trade

\$250 Telegraph (Trade)

\$100 Smart Marketing during Downtown Trick or Treat (Trade)

Barr Sprinklers - candy - \$

My Party Bus - candy - \$

Union Pacific \$273 invoice

Double Dips -candy & ice cream for volunteer party

Sponsors (List Sponsors & Amounts) Goal: \$1,000 Actual: \$600

Fire Department \$50 pd

Pop Corner \$50 pd

Azria Health Centennial Park \$250 invoice

Kwik Stop \$250 pd

Suggestions for future event:

*Make strong suggestions for gloves, hats, and warm clothing and sensible shoes

*Better communicate with each sponsor with follow ups and touching base a week before

*Start sooner or be more active in getting sponsors so we have 12 stops

*Buy extra candy, a lot of extra candy, each year

*Dog treat station

-Enforce the sponsorship plan. Sponsors who participated in 2020 wanted the same sponsorship plan that they simply trade candy. This doesn't help the budget.

-Encourage businesses to participate, through sponsorship plan.

-Bounce backs were handed out, encourage this! Includes \$10 gift certificates.

-Add stops on Homestead, for spacing and additional sponsorship opportunities.

-Extra volunteers to allow for breaks.

-Enough candy/toys for 750, the max we could handle in 2 hours is 800.

-Start 15 minutes early (do not promote). Cars were in line at 2:15pm.

-Spread out the areas around the flag, this is a slow area.