

Rec -N- Roll Trailer Guidelines



The Rec -N- Roll Trailer program is a collaborative effort involving staff and resources from multiple City and Civic organizations, including Parks and Recreation, Public Works, and the Chamber of Commerce, along with partnerships with Prairie Meadows Casino and Racetrack, Polk County, and Amazon's DSM5 Facility.

The Rec -N- Roll Trailer makes it easy for neighbors to get together and is available free of charge to Bondurant residents or businesses.

The following procedures and guidelines apply to its use:

- The Rec -N- Roll Trailer is available from May through October.
- The person making the reservation must be at least 18 years of age and a resident of Bondurant or representing a Bondurant business.
- Reservation requests may be submitted online at www.cityofbondurant.com. After a reservation request is submitted, City staff will contact you regarding the requested date and will review the event details for your block party. For street closures a Special Event Application will also be required. Once approved, you will receive an email including confirmed event details. Guidelines for the trailer and suggestions for how to throw a block party.
- Use of the trailer may depend on meeting City street closure permit requirements, which involves the need for a Council meeting. Please allow up to 30 days for approval. The City staff processes and sends necessary permits to the block party contact person.
- To promote your event, a Rec -N- Roll yard sign is included with the reservation. After approval of the Rec -N- Roll Trailer reservation, the block party contact person may pick up the sign to post to advertise the upcoming event the week before the block party. Please place the sign inside the trailer after the block party is over.
- The contact person can pick up the key to the trailer up-to a week prior to the event from City Hall located at 200 2nd St NE.
- The Friday before the scheduled block party, the Rec -N- Roll Trailer will be delivered to an on-street parking space. **The trailer may not be relocated after delivery.**
- Please return block party equipment to its original location in the trailer after use. Place the key in the designated location inside the trailer and lock the trailer. City staff will pick up the trailer on a regular business day following the block party. The trailer and its contents will be reviewed, and City Staff will notify the block party contact person of any shortages or damage.
- Properly dispose of all trash and other party debris—**the City will not haul trash**. There should be no trash placed inside the trailer.
- To cancel a reservation, call the Parks and Recreation Department at 515-630-6982 as soon as possible, so other groups may have an opportunity to reserve the Rec -N- Roll Trailer.

If the Rec -N- Roll Trailer has not arrived by the start of the event, contact the Public Works Director at 515-971-6855.