



Town of Stony Plain presents Graveyard Groove Halloween Event in Support of the Parkland Food Bank

TRUNK OR TREAT APPLICATION

Date: October 24, 2026

Trunk or Treat Operation Times: 11:00 AM – 4:00 PM

Location: Stony Plain Heritage Park

General Guidelines and Expectations

- Participants must be a local business, community group, or nonprofit.
- Limit of 40 spots for participants. Applications will remain open until participant cap is reached.
- Participating vehicles (cars, trucks, motorcycles, tractors) will not exceed 16ft x 8ft, or the size of a standard parking stall.
- All participating vehicles must be decorated in Halloween Theme.
- All participants must hand out treats or provide interactive fun, for the duration of the event (11 AM-4 PM).
- High attendance is expected and should be prepared for (5000 attendees in 2025). Any treat supplies must be purchased with this high quantity in mind.
- There will be **absolutely no soliciting**. Participants may distribute information relevant to their organization, so long as it doesn't interfere with TOSP values.
- **Clean up is required during, and after, the event**. Any participants who fail to keep the facilities clean, may no longer be invited to participate in Town events.
- This event will proceed regardless of weather. It is the participants' responsibility to come prepared for any conditions. If for some extreme reason the event is cancelled, participants will be notified as soon as possible via contact email provided on application.
- Any plans to supply music or sound effects will be communicated to organizers ahead of event day. Placement will be arranged based on these factors.
- Participants will supply, and be responsible for, all their own equipment (Tables, Chairs, Music).
- We request participants share this event on social media. Reach out to events@stonyplain.com to receive poster advertisements for distribution.
- All participating groups or businesses will be able to have name posted on a group listing on the Town of Stony Plain Halloween web page. Please ensure to indicate that you would like your name posted.
- All participating vehicles must post on the dash or window, certificate of participation, to be allowed into the area.
- Please provide a copy of valid Automobile Liability coverage. If the copy is not submitted before Oct 12th, 2026, entrant will not be able to participate. (This is for your protection)

I confirm that I have read and agree to the terms and conditions listed in the General Guidelines and Expectations.

Initials: _____

Safety Guidelines

- All vehicles must report in for designated staging time (9:30 AM), to mitigate traffic dangers. Participants will then have 1.5 hours to decorate, before Trunk or Treating begins (12 PM).
- Participants will park with trunk facing the street, in the spot designated by the organizer on event day.
- **Keys must be left out of the transmission throughout the entire event.**
- Trunk or Treat participants **may not remove their vehicle until after the event has concluded** (4pm). If treat supplies run out, there will be no opportunity to exit the event early.
- Any treats given must be prepackaged, sealed, **or** non-edible (Bubbles, Temp Tattoos, etc.)
- The use of open flames, fireworks, or flammable materials are strictly prohibited.
- Participants are responsible for any accompanying children they choose to bring.

Organizers reserve the right to reject or remove any participants who fail to comply with the guidelines listed above.

I confirm that I have read and agree to the terms and conditions listed in the Safety Guidelines.

Initials: _____

Applicant Information

Organization/Business/Group Name: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Mailing Address: _____

Vehicle Information

Type of Vehicle (car, truck, motorcycle, tractor): _____

Vehicle Size (length x width): _____

Will you use music or sound effects? Yes No

If yes, please describe: _____

Participation Details

Describe your planned trunk theme:

Will you be distributing treats, interactive activities, or both?

- Treats only
 Activities only
 Both

Do you wish to have your organization's name included on the Town of Stony Plain Halloween webpage?

- Yes
 No

Required Documentation

- Copy of valid Automobile Liability Coverage (due no later than October 15, 2025)
 Certificate of Participation displayed in vehicle on event day (provided after approval)

Agreement

By signing below, I acknowledge that I have read and agree to abide by the Trunk or Treat Guidelines and Safety Rules provided by the Town of Stony Plain and Parkland Food Bank. I understand failure to comply may result in removal from the event.

Signature: _____

Date: _____

Submission Instructions

Completed applications and required documents must be submitted to:

Amanda Manasterski

Email: amanda@parklandfoodbank.org

Spaces are limited to 40 participants. Applications will be accepted until capacity is reached.