

Community Vendor and Partner Invitation

Touch-A-Truck Trick-or-Treat 2026
Saturday, October 17, 2026
10:00 a.m.–3:00 p.m.
Ike Hamilton Expo Center | West Monroe, Louisiana

Dear Community Partner,

Families Helping Families of Northeast Louisiana is excited to invite your business, agency, or organization to participate as a community vendor at our 2026 **Touch-A-Truck Trick-or-Treat** event. Touch-A-Truck Trick-or-Treat is a fun, family-centered event that brings together children, caregivers, local organizations, businesses, service providers, and community leaders from across Northeast Louisiana. The event gives families an opportunity to explore exciting vehicles and equipment while also connecting with valuable programs, services, and resources available throughout our region.



We would be delighted to have your organization join us by setting up an information or activity table during the event.

Community vendors and partners may:

- Share information about programs, services, and community resources.
- Distribute brochures, flyers, promotional items, or giveaways.
- Talk with families and answer questions about available supports.
- Promote upcoming events, programs, or enrollment opportunities.
- Provide individually wrapped candy or treats.
- Host a simple, family-friendly game, activity, or craft.

The event will be held **rain or shine**. For the safety and security of all guests, vendors are asked to remain set up for the full duration of the event and may begin breaking down their tables after the public has exited the event area at approximately 3:00 p.m.

Each participating organization should provide its own:

- Table and chairs
- Table covering
- Signage or organizational display
- Informational materials
- Candy, giveaways, or activity supplies
- Staff or volunteers to manage the table

All activities, decorations, materials, and giveaways should be appropriate for children and families. Please avoid activities that require excessive space, create safety hazards, or include frightening or graphic Halloween imagery.

Supporting Families Across Northeast Louisiana

Families Helping Families of Northeast Louisiana is a family-directed resource center serving individuals with disabilities and their families throughout the 12 parishes of Northeast Louisiana. Our organization provides information, education, training, peer support, referrals, and assistance navigating disability-related services and systems. Touch-A-Truck Trick-or-Treat supports our mission of building inclusive communities where people with and without disabilities can live, learn, work, and play together.

Your participation helps us create an event where families can have fun, build connections, and learn about the many resources available in our community. We hope your organization will join us for this exciting day of community engagement, family fun, and Halloween celebration.

Please complete and return the Community Vendor Commitment Form by **October 7, 2026**.

For additional information or assistance, please contact:

Families Helping Families of Northeast Louisiana

5200 Northeast Road

Monroe, Louisiana 71203

Phone: 318-361-0487

Fax: 318-361-0236

Email: sguidry@fhfnela.org

Thank you for your continued partnership and support of Northeast Louisiana families. We look forward to seeing you at the Ike!

Warmly,

Stacey Guidry

Executive Director

Families Helping Families of Northeast Louisiana

VENDOR COMMITMENT FORM

Thank you for your interest in joining in this great event! Participation offers your organization a meaningful opportunity to connect directly with families, increase awareness of your services, and demonstrate your commitment to a welcoming and inclusive Northeast Louisiana.

Day of Event Logistics:

We kindly ask that you **arrive at least 1 hour early for set-up**. Locate a staff member in an FHF tshirt for parking. Please park in the location in accordance with that has been designated to you only by staff unless otherwise advised. Please bring a **table, tent, games, and any informational materials or giveaways** that would be beneficial to families. Activities that encourage engagement with children and families are highly encouraged. Free admission is provided for up to (4) representatives per organization. Additional guests in attendance with your organization may check in through the general admissions booth.

Please complete the following information below:

Agency/Organization Name:

Agency Representative Attendee(s) Name:

Primary Contact Phone Number:

Primary Contact Email Address:

Description of Agency Services:
