

An invitation from Hillsboro Downtown Partnership for businesses to participate.

Event: 2019 SAFE N SANE HALLOWEEN

NOTE CHANGES FROM 2018: New time one hour later than last year and the streets will be closed from 4:30-7:30 pm.

WHAT: A tradition for more than 30 years, children in costumes trick or treat at the businesses Downtown Hillsboro. There will be some entertainment and passive activities throughout the route, but people really come for the treats!

WHEN: Thursday, October 31 from 5:00 to 7:00 pm.

WHY: A gift to the families in our community, for whom many Downtown events do not serve, from the businesses in Downtown Hillsboro. It's just good public relations, and businesses do not expect an immediate impact on sales.

WHO IT'S BY: The event is being coordinated by Hillsboro Downtown Partnership but relies on businesses to make it happen.

WHO IT'S FOR: Children and families in our community.

WHERE IT'S HAPPENING: We have chosen a simple route in the retail core to help us monitor activities and emphasize safety. See the map to the right.

HOW YOU CAN PARTICIPATE:

Hand out treats from your store. If you are a first-floor business along the route, we would love for you to hand out treats.

or...

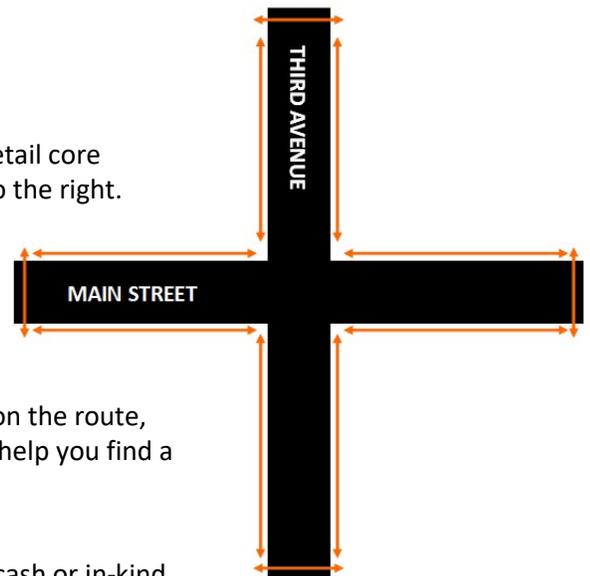
Hand out treats from an assigned location. If your business isn't on the route, but you'd like to hand out candy from another location, and we'll help you find a good spot.

or...

Donate. If you are not a first-floor business along the route, your cash or in-kind treat donation would be much appreciated.

WHAT YOU CAN EXPECT FROM HILLSBORO DOWNTOWN PARTNERSHIP:

- Promotion of the event with signage, social media, and flyers to all the elementary schools in Hillsboro.
- Recruitment and direction of volunteers to monitor the crosswalks, help hand out treats, and other roles as needed.
- Management of street closure.
- Redistribution of treats between the businesses handing out and those donating.
- Bags for kids that don't bring their own.
- Listing of every participating business on our event webpage as an event partner.
- A donation acknowledgement letter for the treats that you purchase or money you contribute, so that you can deduct it on your taxes.



HILLSBORO DOWNTOWN
PARTNERSHIP

HOW TO SIGN UP: If you would like to participate or contribute, please contact EJ at 503-640-6145 or ej@downtownhillsboro.org. We need to know no later than October 21 if you want to participate.

FREQUENTLY ASKED QUESTIONS:

Q: Will the streets be closed?

A: We will be closing the streets in 2019, Main (from 4th to 2nd) and 3rd from Lincoln to Washington. The barricades will go up at 4:30 as we work to clear all the remaining vehicles from the footprint.

Q: How many trick or treaters should we expect?

A: In the past, we have had as many of 1500. Several businesses have reported purchasing eight bulk bags of candy and almost having enough.

Q: How much do businesses need to spend?

A: Depending on the treat you decide to give out, it could cost you \$100-\$1000. All participating businesses will receive a letter of acknowledgement for the treats and time that your business contributed to the event so that you can deduct it on your taxes.

Q: What if we are in the route footprint and can't afford to spend that much on treats?

A: Please let us know as soon as possible, and we will find a business that is not along the route to contribute to your treats.

Q: What if we can't schedule a staff member to hand out treats?

A: Let us know and we will find a volunteer to hand out treats at your business.

Q: What if we can't afford to spare a staff member to hand out treats?

A: Let us know and we will find a volunteer to hand out treats at your business.

Q: What if we are scheduled to close before 6:00 pm?

A: We ask that you try to stay open a little later for one night. If you really can't accommodate it, please let us know in advance.

Q: Should we hand out treats inside or outside our business?

A: This is entirely up to you. Obviously, if your business doesn't allow youth or is adult-focused, you will need to stay out front. Most businesses prefer to hand out treats in the doorway of their store or just off to the side of the door in front of the store.

Q: What if restrooms are needed by participants?

A: We hope that you can make an exception to your normal policy and let trick or treaters use your business one. Otherwise we will work with the City to keep the restrooms at the Civic Center open.

Q: What if there is an emergency during the event?

A: Please call 911 and report the emergency immediately. The police officers on duty that night will be briefed on the fact that an event is going on and be able to support other responders in getting to the incident. After first responders are in route, please communicate the incident by calling EJ on her mobile phone at 503-341-8639.