



BRIGHT HORIZONS TRUCK DAY TIMELINE

6 - 12 MONTHS PRIOR TO TRUCK DAY:

- Create Your Truck Day Teams
- Secure a Location and Set the Date

4 - 6 MONTHS PRIOR TO TRUCK DAY:

- Recruit Trucks and Vehicles
- Determine your Marketing Strategy

3 - 6 MONTHS PRIOR TO TRUCK DAY:

- Find Raffle Items (Optional):
- Invite Additional Vendors (Optional):

2 - 3 MONTHS PRIOR TO TRUCK DAY:

- Organize Nut-free Bake Sale/Snack Table:
- Come up with Truck-Themed Crafts/Activities (Optional)

1-3 MONTHS PRIOR TO TRUCK DAY:

- Purchase any additional equipment or supplies needed for the event

AFTER TRUCK DAY:

- Show Appreciation to Truck Day Participants, Vendors, and Volunteers