



2021 Sponsor & Exhibitor Packet



Saturday, June 12

**Spokane County Fair | 10^{am} to 4^{pm}
& Expo Center**

**Bike Consignment Check-In
Friday, June 11**





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Join the Inland Northwest's Largest Bicycle Event!



The Spokane Bike Swap & Expo (SBS) is your region's only biking and biking equipment event featuring hundreds of new and used bikes. Over 60 exhibitors sell new bicycles, accessories and promote their products and services. Exhibitors include cycling events, health and wellness programs, recreational non-profits and more!

Sponsors and exhibitors are key to our success and growth. We offer six sponsorship levels and three different size exhibitor spaces. Your organization may select the level of visibility that fits your marketing plan, builds brand awareness, offers employee engagement and generates goodwill.

With an anticipated 3,500 attendees at the 2021 Spokane Bike Swap, it's a perfect opportunity to increase your reach and maximize your exposure! Plus, your presence will show your commitment to healthy, active living and support for alternative commuting opportunities.

The Spokane Bike Swap and Expo is now a non-profit!

Proceeds from the event will benefit regional charitable organizations.

Our Mission



**Building a community of cyclists
by providing access to affordable bikes.**



Our Vision

**To instill a love of biking and the outdoors,
and to provide charitable support that encourages
a healthy and vibrant community.**



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Opportunities and Benefits

Sponsorship Levels		Title \$5,000	Platinum \$3,000	Targeted \$2,000	Gold \$1,000	Silver \$500	Bronze \$300
	Your Logo & Link on SBS Website	✓	✓	✓*	✓	✓	✓
	Your Logo posted on SBS Facebook Feed	✓	✓	✓*	✓	✓	✓
	Complimentary SBS Admissions	20	12	8	6	4	2
	Save the Date E-Cards** (potentially reaching 50K+)	✓	✓	✓*	✓	✓	
	Recognition on SBS Twitter Account	✓	✓	✓*	✓		
	Your Logo on SBS Posters*** (750 distributed)	✓	✓	✓*	✓		
	Your Logo on SBS Volunteer T-shirts***	✓	✓	✓*			
	Banner at Event (provided by sponsor)	✓	✓	✓*			
	Bike Swap Day Announcements	✓	✓	✓*			
	Your Logo on Print Ads	✓	✓				
	20' X 15' (8' table included)	✓	✓				
Banner in Bike Corral (provided by sponsor)	✓						
SBS Facebook Cover Photo	✓						
10' X 10' (8' table included)			✓*	✓	✓		

Exhibitor Levels	Benefits	20' X 15' \$350	10' X 10' \$200	10' X 10' Non-Profit \$150	Table Space \$100
	Your Logo & Link on SBS Website	✓	✓	✓	✓
	Your Logo posted on SBS Facebook	✓	✓	✓	
	Save the Date E-Cards** (potentially reaching 50K+)	✓			

* Brand a targeted area in the Bike Swap! Our SBS team will work with your organization to maximize your exposure and branding in a targeted area of the Bike Swap such as the bike corral, volunteers, education, kids bike helmet giveaway or media.



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Registration and Information

Yes! We commit to the 2021 Spokane Bike Swap as follows:

Sponsorship

- Title Sponsor \$5,000
- Platinum Sponsor \$3,000
- Targeted Sponsor (select an option) \$2,000
 - Bike Corral Volunteers Education Other _____
 - Kids Helmet Giveaway Media Bike Valet
- Gold Sponsor \$1,000
- Silver Sponsor \$ 500
- Bronze Sponsor \$ 300

Exhibitor

- 20' X 15' \$ 350
- 10' x 10' \$ 200
- 10' x 10' Non-Profit \$ 150
- Table Space \$ 100

Wi-Fi included; Power, table and chairs available upon request

Total Due \$ _____

Sponsor & Exhibitor Info

Please complete this form and return it with payment to: **Spokane Bike Swap and Expo**
PO Box 986, Spokane, WA 99210

Business Name _____

Contact _____ **Phone** (____) _____

Address _____ **City** _____ **State** _____ **Zip** _____

Email _____ **Website URL** _____

Amount Enclosed \$ _____ *(Please make checks payable to Spokane Bike Swap)*

I have read and agree to the Spokane Bike Swap 2021 Exhibitor Terms and Conditions.

Signature: _____ **Date:** _____

- Due to COVID guidelines and restrictions, exhibitors' space will be outside and determined by the Spokane Bike Swap.
- Email color & black/white logo in a high-resolution format to Billy Norton at bnorton@spokanecounty.org.
- Your completed registration secures your presence at the 2021 Spokane Bike Swap.
- Your completed registration and full payment secures your presence at the 2021 Spokane Bike Swap.



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Exhibitor Terms and Conditions

The Spokane Bike Swap is June 12, 2021. Shopping hours for the public are 10 a.m. – 4 p.m.
Spokane County Fair & Expo Center, 404 N. Havana Street, Spokane, WA 99202.

All Bike Swap & Expo exhibitors agree to the following terms and conditions:

- Setup day is Saturday, June 12 from 7:30 a.m. – 9:30 a.m.
- Exhibitors will be located outside on the asphalt or grassy area near Ag Building A where the bike corral will be located.
- There is limited power outside, please contact Dana Divine at SpokaneBikeSwapSponsors@gmail.com if power is needed. If power is made available, extension cords are required to connect power to your exhibitor space.
- Take down and move out is Saturday, June 12 from 4-6 p.m.
- All exhibitors must stay for the entire event hours, early take down of space is not allowed. Parking will be provided on the north side of Ag Building A inside the fence area.
- Exhibitors manage their own transactions, assets and must provide customers with sales receipts for exiting the event.
- Due to the pandemic, we are limiting the amount of people who will be allowed to work in the exhibitor spaces. Table and 10 x 10 spaces – 1 person, 20 x 15 spaces – 2 people. Exhibitors must provide a list of people who will work in their exhibitor space by Friday, May 28 to Dana Divine at SpokaneBikeSwapSponsors@gmail.com. If capacity allowance changes, we will notify you before the event.
- Check in on Saturday starts at 7:30 a.m. Exhibitors must be set up and have any vehicles moved to the parking area no later than 9:30am, earlier would be preferred. Exhibitor's employees/representatives/volunteers are required to check in at the exhibitor's check in table. To identify Exhibitor employees/representatives/volunteers, they must wear the yellow lanyard provided while working at the event.
- Spokane Bike Swap & Expo, sponsors, members and volunteers are not responsible for lost, stolen, or damaged items, before, during or after the hours of the Bike Swap.
- Exhibitor bike registration is on Friday, June 11 from 3 p.m. – 7 p.m. Tax is not collected on bikes sold in the bike corral. Exhibitors are responsible for any taxes associated with the sale of their bikes in the bike corral.
- Business License – Exhibitors are exempt from a Business License if they are not conducting business outside of the Spokane Bike Swap event. If you sell merchandise, you take responsibility to act in accordance with sales tax regulations.
- The Spokane Bike Swap reserves the right to reject any applicant or exhibitor the amount he/she has paid for space. The Spokane Bike Swap reserves the right to assign, designate, or change your booth location.
- Reservation, deposit or payment in full for the exhibitor's booth space shall accompany this signed Exhibitor's Agreement. Application received without such will not be processed.
- While security is provided, the Spokane Bike Swap shall not be responsible for any losses exhibitor might suffer.
- Exhibitor acknowledges that Spokane Bike Swap does not have insurance covering exhibitor's property. It is the exhibitor's sole responsibility to obtain interruption, property damage, person injury, vandalism, theft and any other insurance it might need to cover any losses it might suffer at the Spokane Bike Swap.
- If Exhibitor is not able to attend the Spokane Bike Swap, Exhibitor may be entitled to a refund on the following schedule:
 - 45 Day: If written cancellation is received and if booth space is resold, Exhibitor is entitled to an 80% refund.
 - 30 Day: If written cancellation is received and if booth space is resold, Exhibitor is entitled to a 50% refund.
 - Less than 30 Days: if Exhibitor cancels, Exhibitor will not receive a refund.
- Solicitation of/by/for Exhibitor's business, services or merchandise is not allowed inside the Bike Corral. Inflating prices on bikes registered in the bike corral is also not allowed. The Bike Corral is an opportunity to sell your bike hassle free while supporting the goals of the Spokane Bike Swap.
- You agree that you and any employees/representatives/volunteers that will work and/or participate at the Spokane Bike Swap & Expo will abide by these terms and conditions set forth above, and agree to hold harmless and not seek compensation of any type from the Spokane Bike Swap & Expo, its partners, sponsors, members, volunteers, and associates in the event of any loss, theft, or damage to your property or injury to your person suffered by your participation in or travel to and from the Spokane Bike Swap & Expo.
- Spokane Bike Swap operators reserve the right to modify these terms and conditions.