

2023 Sponsor & Exhibitor Packet

Event Saturday, April 22nd
Bike Check-In Friday, April 21st
Spokane County Fair & Expo Center



SELL IT! SHOP IT! DONATE IT!

SpokaneBikeSwap.com



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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 50 exhibitors sell new bicycles, and 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 four 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 2023 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 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

	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** <i>(Potentially reaching 50K+)</i>	✓	✓	✓	✓	✓	
10' X 10' <i>(8' table included)</i>	✓	✓	✓	✓	✓	
Recognition on SBS Twitter Account	✓	✓	✓	✓		
Your Logo on SBS Posters** <i>(750 distributed)</i>	✓	✓	✓	✓		
Your Logo on SBS Volunteer T-shirts**	✓	✓	✓			
Banner at Event <i>(Provided by sponsor)</i>	✓	✓	✓			
Bike Swap Day Announcements	✓	✓	✓			
Your Logo on Print Ads	✓	✓				
Banner in Bike Corral <i>(Provided by sponsor)</i>	✓					
SBS Facebook Cover Photo	✓					

Sponsorship Levels

* 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.

** Deadline to be included in the artwork is January 31.



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Registration and Information

Yes! We commit to the 2023 Spokane Bike Swap as follows:

Sponsorship

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

Exhibitor

- 10' X 30' \$ 400
- 10' X 20' \$ 300
- 10' x 10' \$ 220
- 10' x 10' Non-Profit \$ 165
- Table Space \$ 110

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

Total Due \$ _____

Sponsor & Exhibitor Info

To register, return your completed form with payment to the address below or [click here to register online](#).
 Spokane Bike Swap and Expo, PO Box 986, Spokane, WA 99210

Business Name _____

Contact _____ **Phone** (____) _____

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

Email _____ **Website URL** _____

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

Credit/Debit Card Payment ([Click here to pay](#))

I have read and agree to the Spokane Bike Swap 2023 Exhibitor Terms and Conditions.

Signature: _____ **Date:** _____

- Email *color & black/white logo* in a high-resolution format to Billy Norton at bnorton@spokanecounty.org.
- Your completed registration and full payment secure your presence at the 2023 Spokane Bike Swap.



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Exhibitor Terms and Conditions

The Spokane Bike Swap is April 22nd, 2023. Shopping hours for the public are 9am – 4pm
Spokane County Fair & Expo Center, 404 N. Havana Street, Spokane, WA 99202.

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

- Exhibitors will be in Ag Building A unless otherwise specified. **Setup is Friday, April 21st from 10am – 1:00pm.**
- Although power is provided in the building, extension cords are required to connect power to your exhibitor space. The extension cord must be long enough to reach the power source. Multiple connected extension cords are not allowed.
- **Take down and move out is Saturday, April 22nd from 4-5 p.m.**
- All exhibitors must stay for the entire event hours, early takedown of space is not allowed.
- Exhibitors manage their own transactions, assets and must provide customers with sales receipts for exiting the building.
- Exhibitors must provide a list of people who will work in their exhibitor space by Thursday, April 13, to Linda Radford: lradford@spokanecounty.org.
- Exhibitor employees/representatives check-in is Saturday starting at 8 a.m. Exhibitor's employees/representatives are required to check in at the exhibitor's check-in table in Building C on Saturday to receive a lanyard exhibitor pass and access to the event and exhibitor space. Lanyards must be worn while working at the event and returned when leaving 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, April 21st from 11am – 1pm.** 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.
- Overnight security will be provided Friday evening after event setup. 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 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.