



BIKE PARKING REQUEST FORM

Thanks for supporting healthy transportation and encouraging more people on bikes to enjoy your event! Supervised bicycle parking is a great way to increase your attendance, reduce traffic congestion and show your leadership to the community for healthy, socially responsible alternatives to get around town. As the **8th highest bicycle commuting city in the US**, the audience you reach by providing bicycle parking is huge. Thank you for your support.

BICYCLE VALET DETAILS

Bike Easy provides:

Clean, Organized Bike Parking: We oversee a fully staffed bicycle parking corral for your event to maintain the logistical plan and secure space. Bike Easy's Bicycle Valet helps reduce clutter and traffic congestion, gives people biking to your event a VIP experience, and shows your support for community initiatives to encourage active transportation. If applicable, we'll work with Blue Bikes to ensure rental bikes are organized with a clear area for riders to drop off at.

Support for Healthy Transportation: We help increase attendance and the number of people on bikes at your event! We distribute bicycle safety education, outreach and information for people on bikes, and our presence shows your encouragement of the benefits of bicycling.

Publicity: We publish our list of bicycle parking events on our website, social media (Facebook - 7,600 followers; Twitter - 3,800 followers, Instagram - 3,000 followers and growing quickly), and in our newsletter to our 8,000+ supporters. We are also happy to distribute promotional materials on-site to people parking bikes with us.

Insurance: Bike Easy carries \$1,000,000 general liability insurance through American Specialty Insurance and the League of American Bicyclists. If you have other insurance needs, please relay them immediately.

What Bike Easy requires:

Logistics and Location: Provide all necessary permits to use the location and an adequate number of police barricades for creating the bike parking corral. Bicycle Valet Parking should be close to the entrance of the event and highly visible to attendees. Please ensure all security and on-site personnel are informed of Bike Valet presence.

Sponsorship Benefits and Promotion: Bike Easy and the Bicycle Valet are given promotional consideration, including:

- Bicycle Valet by Bike Easy details listed on your website and included in promotional emails and to ensure festival goers know of the opportunity to park at bicycle valet through consistent promotion in electronic materials, and
- Inclusion of the Bicycle Valet location on any maps and printed materials at the event
- permission to hang our banners and information around the Bicycle Valet corral on-site.

All materials and electronic promotions should include a statement similar to "Free, secure bicycle valet parking courtesy of Bike Easy". We would also appreciate longer blurbs and explanations when possible, and we can provide copy.



Bike Easy
2100 OC Haley Blvd
New Orleans, LA 70113
(504) 861-4022
David@bikeeasy.org

Your Event Details

Event Name: _____ Date: _____

Website: _____ Phone: _____

Event Contact Name: _____ Day-of Phone: _____

Event Contact Email: _____

Billing Name and Address: _____

Event Logistics

Event Location and Address: _____

Bike Parking Location (if known): _____

Event Time _____ to _____ Total Participants Expected: _____

Bicycle Parking Time _____ to _____
(At least as long as the event. 30min extra on each end recommended)

Valet Bicycle Parking: Service Selection

- \$75 per hour X _____ hours = \$ _____
- Logistical/Admin Fee = \$200

Total Due At Event \$ _____

Please submit at least 30 days prior to your event.

Upon receiving this request form, we will be in contact within 5 business days to finalize details.

If you have any questions, please don't hesitate to contact Bike Easy Bike Parking Coordinator, David Meza at david@bikeeasy.org or (708) 790-1963.