



Re: Bike Parking for Your Event -- 2014

Dear Event Organizer,

Thank you for your interest in the Silicon Valley Bicycle Coalition's valet bike parking service for your event. Bike parking is one of many ways that SVBC encourages people to bike to public events. We provide bike parking at Stanford home football games, major bicycle races, as well as other civic festivals and events.

Our service structure allows SVBC to provide bike parking in a sustainable fashion, cover our costs, and provide quality service. This letter contains our service fees, which vary depending on the size of your event and the expected number of bikes to be parked.

Also please review our Service Requirements and Request form. Please complete the Request form and **return to SVBC at least 60 days prior to your event date**. We will then contact you to confirm our availability for your event.

SVBC will be announcing our complete bike parking event schedule on our calendar on our website and in our bi-weekly *e-Bulletin*.

SERVICE FEES

Valet Bike Parking

Valet bicycle parking allows only SVBC staff and volunteers to enter and exit the area, which means that our volunteers, not the cyclists, park the bicycles.

Events expecting up to 100 bikes: \$500 to \$600 per 8 hour day/per location

Events expecting 100-200 bikes: \$600 to \$850 per 8 hour day/per location

Additional charges will apply to services requiring more than 8 hours.

For events anticipating over 200 bikes, please call us for pricing information.

Event fees include the provision and transportation of bike parking equipment and staffing to maintain continuous on-site parking for the duration of the bike parking time period. The event fees **do not** include barricades, canopy, table and chairs.

We look forward to providing our bike parking service at your event and helping you promote environmentally healthy habits to all the attendees and residents. Please review the enclosed materials carefully and submit your bike parking service request to SVBC at least 60 days prior to your event date.

For more information, please contact me at 408-784-0202 or marissa@bikesiliconvalley.org.

Sincerely,

Marissa Aviña
Event Coordinator

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