

# **Pueblo Bike to Work Days - 2010**

**Friday, May 21<sup>st</sup> - National Day**  
**Wednesday, June 23<sup>rd</sup> – Colorado Day**

## **Breakfast Station Responsibilities/Agreement Form**

Thank you for your interest in hosting a Bike to Work Day breakfast station! Your participation is a great way to feature your business and show commitment to your community's health and well being.

Pueblo Active Community Environments (P.A.C.E.) will promote your breakfast station location on the online Bike to Work Day (BTWD) map and printed materials.

Your location must be able to provide the following:

- Food and beverage snacks and other incentives (i.e. water, juice, coffee, energy bars or fruit, pens, small tokens) for at least 50 people. Some central or large business locations will require a higher minimum.
- Please note that in order to be listed on printed materials and the official Pueblo BTWD map, your station must be open to the public and not just for internal employees.
- Minimum operating hours of 6:30 am to 9:00 am advertised to the public.
- Easy and safe access for bicycles, preferably on a sidewalk, patio or closed off section of a parking lot and not at a major traffic intersection.
- Space to plant a yard sale type sign for Bike to Work Day Breakfast Station and other print materials available from P.A.C.E.
- Bicycle racks or a designated space for bicycle parking.
- Table or other display space for refreshments.
- General first aid kit.
- Staff or volunteers to help distribute refreshments and greet bicycle commuters.
- Coordinate clean up of your station location.

P.A.C.E. will supply you with:

- Writeable PDF versions of a leaflet you may customize with your station's information to use as advance publicity. This will be emailed to you.
- A "Bike to Work Breakfast Station" yard sale type sign to display the day of the event.

Bike to Work Day is a volunteer effort to promote more bike commuting for health and environmental reasons. We do not endorse or support charging fees to exhibitors who may participate in your breakfast station.

To confirm your breakfast station, please complete, sign the back of the sponsorship form and return or fax to Cathy Dehn at Pueblo City-County Health Department, 101 W. 9<sup>th</sup> Street, Pueblo, Colorado 81003. Fax to 719- 583-9902.

**Please contact Ryan Kopp with questions at 369-2477 or [kopp.ryan@gmail.com](mailto:kopp.ryan@gmail.com)**

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## Breakfast Station Agreement

Breakfast station date(s)	_____ Fri., May 21 <sup>st</sup> _____ Wed., June 23 <sup>rd</sup> You're welcome to do only one or both dates!
Business/Organization name	
Contact Person	
Contact's phone number	
Contact's email address	
Contact's mailing address	
Actual address/location of the breakfast station	
How many posters do you want to promote Bike to Work Day?	
Expected number of riders (we realize this can be difficult during the 1 <sup>st</sup> year)	
Showers and/or bike parking available?	

Please verify all of the information and sign:

\_\_\_\_\_ Date: \_\_\_\_\_

**Breakfast stations must be confirmed by April 15, 2010.**

**Mail to:** Cathy Dehn at Pueblo City-County Health Department  
101 W. 9<sup>th</sup> Street, Pueblo, Colorado 81003

**or Fax:** 719- 583-9902

\*Please note that Breakfast Station hosts do not have logo placement on publicity materials that come with Pueblo Walk-n-Ride sponsorship. They DO have name placement on participant materials and the event website to encourage commuters to stop by.