

# How to Organize a Bicycling Refueling Station

**Description:** A bicycling refueling station is like a rest stop for bicycle commuters who may need a snack or a drink on their way to work. This is a great way to recognize bicycle commuters during National Bike Month, Bike to Work Week or other special events throughout the year. You'll need at least 2 volunteers.

## **Location Selection:**

- Pick a location that is visible from nearby roadways or that is well signed.
- Have enough area for a dozen or so people and a place to park bicycles safely off the road

**Best Times:** 7am-9am or 4pm-6pm

## **Materials Needed:**

- Table and Chairs
- Tent (optional)
- Healthy snacks and beverages
- Giveaways (e.g. safety lights, stickers, fliers about upcoming events, etc.)
- Paper Towels
- Sanitary Gloves and Hand Sanitizer
- Utensils for food prep (if necessary)
- Trash bags
- Paper weights
- Signage along roadway

The Ped Power program can assist you with items and volunteers for your refueling station. Call 294-4950 or e-mail [jday@ptcog.org](mailto:jday@ptcog.org).