



Presented by
GoodLife

Event Day Materials

All items will arrive in HOST CLUBS by February 22nd

<u>Shipping From New Era Grafix</u>	<u>Shipping From Sportswood Printing</u>
<ul style="list-style-type: none"> • 2016 <i>Spin4Kids Plus</i> participant t-shirts • <i>Spin4Kids Plus</i> Balloons • Team Captain technical top • All Day Participant technical top 	<ul style="list-style-type: none"> • National Sponsor Recognition signs • GLKF Informational Signs • Social Media photo frame

2016 Spin4Kids Plus Participant T-shirts

- All participants will receive a *Spin4Kids Plus* t-shirt.
- Participants who registered online by January 29th have been guaranteed their preferred size and style of shirt.
- Both unisex and ladies t-shirts are provided

Team Captain Technical Top

- Team Captains whose Team has registered AND raised \$500 online by January 29th qualified to receive a Team Captain Technical Top. Qualified Captains will be listed on the 'Spin4Kids-Participant shirt' spreadsheet that was sent to Event Leaders the week of February 22nd
- If you do not have any qualified Team Captains you will not receive any technical tops and there will be no Team Captains identified on your shirt spreadsheet

All Day Participant Technical Top

- Individuals who have registered online as an All Day Participant AND have raised \$500 online by January 29th qualify to receive an All Day Participant Technical Top. Qualified All Day Participants will be listed on the 'Spin4Kids-Participant shirt' spreadsheet that was sent to Event Leaders the week of February 22nd
- If you do not have any qualified All Day Participants you will not receive any technical tops and there will be no All Day Participants identified on your shirt spreadsheet

How to distribute shirts to participants when they check in

- Use the 'Spin4KidsPlus-Participant shirt' spreadsheet to set aside t-shirts for anyone who was guaranteed their size/style. *This should be done before any shirts are given to Event Leaders, Volunteers, Instructors etc.*
- Check for qualified Team Captains and All Day Participants and set their shirts aside for them
- Identify participants with a guaranteed t-shirts as well as qualified team captains and all day participants receiving technical tops on all copies of your participants list that will be used at your check in desk
- When these participants arrive, ensure they are given the shirt(s) they've requested or earned
- All other participants will receive sizes and styles on a first come, first served basis.
- Any shirts left over after the event can be kept at the club for member referrals etc. **DO NOT SHIP THESE BACK TO GOODLIFE KIDS FOUNDATION OR NEW ERA GRAFIX**

*Please see page 2 for instructions on your *Spin4Kids Plus* Balloons and event signage

Spin4Kids Plus Balloons

You've been sent a selection of foil balloons to help create a party atmosphere for your event

- 6x Round Red with Spin4Kids Plus logo
- 6x Round Turquoise with Celebrating 5 Years
- 8x Silver stars- blank

Here's how to prepare them for your event:

- Visit your local party store to have them inflated with helium
- Talk to the party store about donating the helium, string and weights- a donation request letter can be found on the Event Portal
- Ask for the balloons to be arranged into bunches of 5. You have enough balloons for four bunches.

How to use them:

- To highlight the entrance to your event space
- Draw attention to refreshment or prize table
- Decorate the stage around your instructors
- Highlight your check-in desk

National Sponsor Recognition Signs

This year we have two sizes of signs for you. A smaller table top sign and a larger floor standing sign. Please display the National Sponsor recognition signs on your check-in desk and other high traffic area so that participants can see who is supporting *Spin4Kids Plus 2016*



GLKF Information Signs

These three informational signs should be placed in prominent areas around your event so participants and members can see how their support is *Spin4Kids Plus* helps GLKF get kids active.

Here are some ideas of where to place the signs:

- Studio entrances
- Front Desk
- Check in Desk
- Use clear packing tape to secure into a triangle and place in high traffic area of club (could place a bunch or balloons in the middle to highlight)

***Don't place on the stage as participants won't be able to read them there**



Social Media Photo Frame

New this year!

- Set-up a photo booth area to take fun pictures of participants at your event
- Post photos on Facebook, Twitter & Instagram – use #spin4kids and @GoodLifeKids

