



Wheels for the World Bike Delivery Information

Below are a few guidelines to ensure your Wheels for the World program goes as smoothly as possible. The guidelines are essential in making sure the program location can accommodate deliveries, storage, and receipt of the bikes.

1. To guarantee order availability, the program/shipping location should be confirmed 14 business days prior to the program date between the client contact and the facilitator.
2. Please advise if program venue has a loading dock or if truck requires a lift gate.
3. In order to guarantee that the Kent bikes arrive on time for the program, Team Builders Plus schedules the bikes, helmets, locks and bells to be delivered a minimum of two business days prior to program.
4. The freight company for the Kents bikes, helmets, locks, and accessories will call the client contact to schedule a delivery appointment the week of delivery.
5. Please notify Alex Woodington, Team Builders Plus Logistics Coordinator, at 856-807-1721 if the original delivery time is rescheduled to ensure proper tracking of the materials.
6. It is recommended, that the client contact the program location/hotel a minimum of 10 business days prior to the program date to ensure available space for all the items in the delivery.
7. During the school year, children are not able to attend a program that ends before 5 pm.