



Klamath Falls Downtown Association  
205 Riverside Dr. Ste F  
Klamath Falls, OR 97601  
[www.downtownklamathfalls.org](http://www.downtownklamathfalls.org)

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Subject: Request for Proposal - Branded Merchandise

Klamath Falls Downtown Association is currently seeking proposals for branded merchandise to support the promotion of our brand and enhance our community engagement efforts. We are interested in sourcing high-quality items that reflect the essence of our association. We believe your company can provide the products we are looking for and invite you to submit a proposal.

We are specifically interested in the following items:

- T-Shirts - Gildan Soft Style 64000
- Crewneck Sweatshirts – Gildan 16000
- Hoodie Sweatshirts – Gildan G185
- Beanies – with Leather Logo Patch or other patch options available.
- Trucker Hats – Richardson 112 with Leather Logo Patch
- Trucker Hats – Printed Logo Otto Style 39-165

Our overall budget is \$2500 for this project. We encourage interested vendors to provide detailed proposals for each item, including:

- Unit Cost for each item
- Quantity discounts or price breaks for larger orders
- Production and delivery timelines
- Any additional costs, such as setup fees or shipping charges
- Printing costs for Front only and Front & Back on shirt quotes

Please submit your proposal by April 1st, and feel free to include samples or images of previous work that showcase the quality and craftsmanship of your products.

Proposals should be sent to Crystal Besaw at Klamath Falls Downtown Association by April 1st. If you have any questions or require further clarification, please do not hesitate to contact Crystal Besaw at [crystal@downtownklamathfalls.org](mailto:crystal@downtownklamathfalls.org) or (541)539-6212.

We appreciate your interest in partnering with Klamath Falls Downtown Association, and we look forward to reviewing your proposal.

Thank you for your time and consideration.

Sincerely,

Crystal Besaw  
Executive Director



# PROPOSAL

## BUSINESS INFORMATION

Name:  
Address:  
Email:

## ORDER DETAILS

Lead Time:  
Payment Terms:

ORDER NAME	QTY	PRICE	TOTAL
		Sub Total	
		Discount	
		Taxes	
		Shipping	
		Total	

ORDER NOTES:

Please contact Crystal Besaw at [crystal@downtownklamathfalls.com](mailto:crystal@downtownklamathfalls.com) or (541) 539-6212 to submit your proposal or with any questions.