

## **Bike Emory Rental Agreement 2017-2018**

### **General Rules:**

- All students, faculty and staff are eligible to rent a bike.
- A valid Emory ID must be furnished to check out a bike.
- All bikes rented must be returned not later than 1:00 p.m. to the Repair Center location in the Dobbs University Center on their due date.
- **PLEASE NOTE:** If a bike is not returned and checked in by 1:00 p.m. the user will be charged late fees as set forth below and **will be charged the full replacement cost of the bicycle (\$450)** if it is not returned. Please allow fifteen (15) minutes for bikes to be checked in.
- Anyone renting a bike must demonstrate in person that they have an approved and functional U-Lock (e.g., Bulldog, Kryptonite, or other reputable brand). For an example of an approved lock and how to properly lock your bike please visit the Bike Emory site here: [http://bike.emory.edu/faq/?faq\\_cat\\_id=16](http://bike.emory.edu/faq/?faq_cat_id=16). Renters without an approved lock may lease a lock from Bike Emory. If a lock is leased, all keys must be returned and the lock cannot be damaged (normal wear and tear is excluded). Loss of any key or failure to care for the lock will result in the renter's responsibility for the replacement cost of the locking system.
- Abuse of the program guidelines will result in the cancellation of the rental agreement.
- See rates and fee schedule below for rental rates. Renters who wish to extend their rental period must express their intent to renew in writing to Bike Emory (e-mail is acceptable) no later than thirty (30) days prior to the end of their rental period. E-mails should be sent to [info@bike.emory.edu](mailto:info@bike.emory.edu).
- Rentals may be prorated from the normal amount from \_\_\_\_\_ (the date of rental). No rental may occur less than one (1) month before the conclusion of the semester.
- Renters must provide a government-issued photo identification (driver's license, passport, etc) and proof of rental order (including printed receipt or matching credit card number) to pick up their bike.
- Renters may not return bicycles for a refund. In addition, renters that return bicycles before the conclusion of the semester will not be given a discounted or prorated rental amount.

### **Repairs and Damages:**

- Regular wear and tear maintenance is included in the rental prices. This includes flat tire repairs and unlimited brake, derailleur and other basic adjustments. If you have maintenance needs please bring your bike to the campus repair center or Bicycle South.
- All regular maintenance will be undertaken by Bicycle South. Individuals submitting their bikes for repairs must bring them either directly to Bicycle South (2098 North Decatur Rd, Decatur, GA) or to the Repair Center in the DUC during Repair Center hours, Wednesdays and Fridays from 11:00 a.m. to 1:00 p.m. (Repair Center hours are subject to change and may be altered or closed altogether due to inclement weather conditions). Bicycle South and the Repair Center can be contacted at (404) 636-4444.

- Damages in excess of normal wear and reasonable use will be assessed a fee in accordance with repair costs including parts and labor, at regular rates for Bicycle South. Examples of said damages include (but are not limited to) the major misalignment of a wheel, bent or broken shifters, cracking in the frame, etc. This also includes tampering with decals, identifying labels, and locking components. Determination of damage is at the sole discretion of Bicycle South and Bike Emory.
- All bicycles will be in “safe”, “clean”, and “usable” condition before delivery of bicycle to renter.
- To qualify as “safe”, “clean”, and “usable”, bicycles will be delivered with drivetrain components in good working order, such that any incidence of injury, mechanical failure, or distinguishing visible marks, must have been the result of misuse or mistreatment of the bicycle by the renter.
- Bicycle South and Bike Emory will keep current records of rental bikes and rental agreements, including serial numbers and renter contact information.
- Upon signature of this agreement, Bike Emory and Bicycle South transfer responsibility for theft of equipment to renter. Renter assumes responsibility to properly lock bicycle. Theft of the bicycle due to failure to properly lock bicycle will result in the assessment of replacement cost to renter.
- Any questions about bike rental policies and/or procedures should be referred to Jamie Smith, Director of the Bike Emory program at [info@bike.emory.edu](mailto:info@bike.emory.edu).

### **Cyclist Expectations:**

- Bicycles are operated as motor vehicles in the state of Georgia. The law mandates that cyclists ride **with** traffic, not against.
- Visibility is invaluable for cyclists. Pursuant to state law, all cyclists riding at night must have a white front light and a red rear reflector (even better is a blinking rear red light). It’s also encouraged to wear bright colors or reflective gear.
- While state law does not require individuals over the age of 16 to wear a helmet, helmets are critical safety devices, and the renter is expected to wear a helmet while using rented equipment.
- To properly lock the bike, loop the U-lock through the frame of the bicycle and attach it to a loop in the bike rack before securing the lock.
- Refer to *Georgia Bike Sense Guide* and <http://bike.emory.edu/learn/safety/> for more safety suggestions and information.

### **Fees and Schedules:**

- **Rental Period #1:** August 2017 — December 10, 2017 - \$95
- **Rental Period #2:** January 2017—May 10, 2018 - \$95
- **Academic Year Rental:** August 2017 —May 10, 2018 \$175
- **Late Bike Fee** (not returned to the Repair Center on due date by 1:00 p.m.): \$20 first day and \$30 for each additional day, assessed from security deposit.
- **Lost Bike Fee:** Loss of security deposit and FULL replacement cost of bike: \$450
- **Lock Lease:** \$5 Deposit, \$10 Lease
- **Lost Key or Lock:** \$35 for cost of replacement of locking system
- **Damage Fee Due to Misuse of Bike:** Cost of parts and labor
- **A Security Deposit of \$50** will be required when placing the order. Renter may receive full security deposit upon return of the bicycle, provided the bike is in a level of condition pursuant to the other requirements herein.

By signing below I recognize that I have read and accept the Bike Emory rental bike usage policy. All lines must be completed legibly.

Rental Period (Please Check One):

Summer Rental Period \$ \_\_\_\_\_

Spring Rental Period \$ \_\_\_\_\_

Lock Lease \$ \_\_\_\_\_

Academic Year Rental Period \$ \_\_\_\_\_

Security Deposit: \$50

Payment Received Amount: \_\_\_\_\_

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

Checked In By (Name): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Sign Name

Emory ID#

\_\_\_\_\_

\_\_\_\_\_

Print Name

Mobile Number

\_\_\_\_\_

Residence

Today's Date \_\_\_\_\_

### Rules of the Road

By signing below I affirm that I have received a copy of Emory's parking rules and regulations and of the Georgia Bike Sense Guide. All lines must be completed legibly.

Signature: \_\_\_\_\_