

Active Travel Hub Kilmarnock Bicycle Loan Agreement Form



Participant details:

Full name:

Mobile (or landline)
number

Called?

Email address:

Address:

Proof of address
seen and what was
it?

Loan bicycle details:

Make/model/serial number:	Loan Period: (date from/to)	
	Date bike due back:	
Condition of bike:	Pictures taken of bike (damages) <input type="checkbox"/>	
Accessories borrowed:	Lights <input type="checkbox"/>	
	Puncture repair kit and guide <input type="checkbox"/>	
	Lock (give number) _____	
	Pump <input type="checkbox"/>	
Where will the bike be stored during the day (address)?		
Where will the bike be stored overnight (address)?		
Contact details of a referee (e.g. employer, college lecturer)	Name _____	
	Relationship to you _____	
	Phone number _____	
	Email address _____	

Bicycle loan terms and conditions:

The Active Travel Hub Kilmarnock and our project partner, East Ayrshire Council are pleased to offer a loan bicycle for your use. It has been checked over by a trained bicycle mechanic.

Loan bicycles remain the property of The Active Travel Hub at all times. We reserve the right to recall a loan bicycle at any time if we feel that someone else could be making better use of it.

I understand and agree to the following terms and conditions of the loan with The Active Travel Hub Kilmarnock (ATH)

1. I am responsible for the security of any bicycle loaned to me by ATH. I will take care of the bicycle that I am provided with, locking it up whenever it is left unattended, with the lock provided/bought and displayed.
2. I will not abuse any bicycle loaned to me; in particular, I will not use an ATH bicycle for racing, mountain bike riding, stunt or trick riding or for any purpose other than cycling to and from a destination.
3. I am responsible for the maintenance of any ATH bicycle loaned to me. I will maintain the bicycle that I am provided with in a safe and roadworthy condition for the period of the loan. If a fault develops and I am unable to keep the bike in a safe and roadworthy condition, I will contact The Active Travel Hub Kilmarnock and arrange for it to be repaired or otherwise returned to ATH. I am responsible for any damage to the bike and accessories beyond normal wear and tear, and agree to cover any costs resulting from this.
4. I will let the ATH know if for any reason the bicycle is not being used. If the bicycle is lost or stolen I will report this to the police and to the ATH as soon as possible.
5. The ATH does not insure the user of any loan bicycle provided. I acknowledge that neither ATH nor East Ayrshire Council are responsible for any injury or any loss or damage to any property or to any person resulting from my use of an ATH loan bicycle. I take full responsibility for any such injury, loss or damage to any property or to any person which occurs.
6. I will return the loan bike and any accessories to the ATH at the agreed time of
If I am unable to make this time, I will contact the ATH to let them know and arrange new a time for returning it. Failure to do so may result in the bike being reported as stolen.
7. If any of my contact details change during the period of this loan, I will inform the ATH. Failure to do so may result in the bike being reported as stolen.
8. This bike is being lent to me as an individual, and I will not lend it to anyone else.
9. Wearing of a provided cycle helmet is **COMPULSORY** and the wearing of the provided high visibility clothing is strongly advised.

Please tick as appropriate:

- I have received a Cycle Competency assessment
- I have been taught how to carry out an M Check on the bike
- I agree that the bike loaned to me is in a safe and roadworthy condition

Signed _____

Date _____