



University of Alaska Southeast
BICYCLE REGISTRATION FORM
Housing Lodge

PLEASE RETURN THIS FORM TO THE LODGE DESK AS SOON AS POSSIBLE

PERSONAL INFORMATION

DATE: _____

NAME: _____ UAS STUDENT ID#: _____

CELL PHONE: _____ EMAIL: _____

HOME ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

CURRENT HOUSING PLACEMENT : UNIT # _____ ROOM # _____

All members of the UAS Student Housing Community must register their bicycles with the Lodge Desk. This includes all summer housing guests as well. Owners will be given permit stickers which **MUST** be placed on their bicycles. The permit stickers must be easily seen for staff inspections. Bike information will be kept in your file, accessible if needed in the future, i.e. to report or reclaim a stolen bike. ***There is no fee for this service.***

Bike racks will be inspected throughout the year, especially in May and August. Unregistered bikes will be confiscated, held for a limited time (according to current handbook policies), and discard or donated if left unclaimed.

Bikes stored on racks must be registered to *current* residents. For summer storage, it is possible to transfer bike registration to another resident. If you plan to leave your bike here for the summer, you must find someone to take responsibility for it.

It is up to individual bike owners to make sure that their permit sticker is easily visible. At times it may be necessary to contact bike owners to have them relocate their bikes to another rack due to maintenance issues.

STORAGE NOTES: Bikes CANNOT be stored in Banfield Hall suites due to the lack of space and safety concerns. Bikes stored in the apartments MUST NOT be stored in carpeted areas, so as to maintain the cleanliness and repair of units. At no time should bikes be chained to porches, railings, or any area other than the UAS-provided bike racks.

Bike registrations will be carried forward into new academic years, so there is no need to re-register; however, always check to be sure you still have a sticker, as weather and wear may weaken the adhesive. Replacement stickers will be available free of charge, as needed.

BIKE INFORMATION

MAKE/BRAND: _____ MODEL: _____ TYPE: *men's / women's / child's*

SERIAL NUMBER: _____ PURCHASE VALUE: \$ _____

IDENTIFYING MARKS: _____

I understand the bicycle registration policy and accept the terms.

SIGNATURE: _____ DATE: _____

OFFICE USE ONLY— DATE RECEIVED: _____ STAFF: _____ / STICKER DELIVERED DATE: _____

PERMIT STICKER # _____ / ADIRONDACK UPDATE DATE: _____ STAFF: _____