

## Electric bicycle use

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As part of the Lifestyle Manager service, two Electric Bicycles for the use of residents of the building. The Electric Bicycles have been provided for residents so that they may do short trips and perform minor errands.

The Electric Bicycles can reach speeds of approximately 30km/hour. The Electric Bicycles contain a small storage compartment at the rear and under the seat.

A motorcycle licence is not required to use an Electric Bicycle.

The Electric Bicycles are located within Basement Level 1 and 2 of the building.

**The Use of an Electric Bicycle is strictly in accordance with the Rules and Procedures outlined below and associated Indemnity Form.**

**The Lifestyle Manager accepts no responsibility for people using the Electric Bicycles.**

The bicycles can only be booked for a maximum of four hours per booking.

Bicycle helmets must be worn at all times when using the bicycles.

The electric charge on the bicycle lasts from 1 to 2 depending on the severity of hills and number of stops along the way. You will notice the battery wear as the speed decreases and the power indicator moves to low when the bike is in motion. In the event that the battery charge is fully depleted the bicycle is fitted with peddles to cycle. To avoid having to peddle the bicycle it is recommended that you DO NOT take the bicycle from the apartment unless it is at least  $\frac{3}{4}$  charged.

It generally takes 5 hours to fully charge the battery.

The bicycle is recommended only for short journey use and for trips of now longer than an hour duration.

Whilst the bicycle is ensured you may be personable liable for any damage caused as a result of your use.

The bicycle is to be used on roads where normal bicycles are permitted and you must obey all road rules when using the bicycle.

Any fines incurred through the use of the bicycle must be paid be the person who used it at the time.

You are personally liable for the security of the bicycle during your booking period.

A bicycle lock is provided to secure the bicycle. In addition to locking the bicycle via the ignition you must also use the bicycle lock provided. Where possible the bicycle should be secured to a fixed item.

## How to Use the Electric Bicycles.

1. Book through the Building Portal or via the Lifestyle Manager.
2. If you have not used the bicycle before, arrange with the Lifestyle Manager a demonstration on how to use the bicycle.
3. Review, sign and return the Electric Bicycle Use Indemnity Form to the Lifestyle Manager. A \$100 deposit will be required to ensure the bike is returned with no damage.
4. Obtain the bicycle keys from the Lifestyle Manager. If the Lifestyle Manager is not present, the Lifestyle Manager will provide you with the code to the key safe to obtain the keys to the bicycle. Please note that the key safe will be changed at regular intervals.
5. Before leaving, check the Bicycle for any damage. Report and record any damage to the Lifestyle Manager.
6. Before Leaving perform a safety check on the bicycle, check that the tyres are inflated, that the battery is fully charged and that all operational equipment works correctly, e.g. indicators, accelerator.
7. It is recommended that you do not take the bicycle for use unless it is at least  $\frac{3}{4}$  charged measured on the power indicator, as viewed when you first ride the bicycle.
8. The bicycle accelerates using the throttle on the right hand side of the handlebars or via the use of the peddles when the power is turned on.
9. The left and right levers control the brakes, ensure you are familiar with which lever controls the front and rear brake.
10. On your first right it is recommended that you do a lap around the block to ensure you are familiar with its operations prior to venturing into traffic.
11. When parking the bicycle, park on a footpath without obstructing pedestrians and where possible and permissible, secure the bike to a fixed object. Ensure the bike ignition is turned off and to the ignition lock position and the key is removed. Ensure the storage compartment is also locked.
12. When returning the bicycle:
  - a. return it to its parking space within the basement
  - b. ensure the bicycle is locked
  - c. place the battery on charge
  - d. remove any personal belongings
  - e. return the key to the Lifestyle Manager
  - f. If the Lifestyle Manager is not present place the keys back into the Key Safe

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13. Please ensure that the bicycle is returned within the allotted timeframe so that it can be placed on charge for the use of other residents.
14. Failure to bring the bicycle back within the allotted timeframe may result in you being banned from use. The enjoyment of using the bicycle is solely at the discretion of the Lifestyle Manager.
15. The Lifestyle Manager is responsible for regularly servicing the bicycle. However, as the Lifestyle Manager is not present at the building over the weekend it is the responsibility of the residents to ensure the bicycle is placed on charge for other residents to use.
16. The Lifestyle Manager takes no responsibility for a resident not being able to use a bicycle due to the failure of another resident. i.e., a failure of the previous user in returning the vehicle back to charge or draining the battery so much that it cannot be used for several hours.

**ANY PERSON USING THE BICYCLE DOES SO ON HIS/HER OWN ACCORD AND HEREBY ACKNOWLEDGE THAT THE LIFESTYLE MANAGER OR THE OWNERS CORPORATION ACCEPT NO RESPONSIBILITY OR LIABILITY FOR GOODS STORED IN THE COOLROOM.**