



## Bike Enclosure Key Agreement

Student Union, East Wing, Rm. 1800  
Transportation@sjsu.edu • (408) 924-RIDE

**Key** - A non-refundable \$15.00 fee, payable to “A.S. Transportation Solutions.” is required. Payment by cash, credit or debit card are accepted. Payments can only be made in person.

You will be issued one (1) Enclosure Key that will give you access to all of the enclosures.

**Eligibility** – Transportation Solutions (TS) Bicycle Enclosures are for the use of SJSU students, employees, and contractors.

**Returning SJSU Affiliates** – Returning SJSU students, employees, and contractors, who have taken one or more semesters off will be considered a new customer and will be required to pay the \$15 key fee. However, if you still have your old key, you may exchange it for a new one at no charge. Your key must match the most recent record on file in order for you to be eligible for an exchange

**Use of Enclosures** - Enclosures should only be used to park your bicycle or scooter. Electric vehicles are permitted, but charging of vehicles is not.

**Discontinued use of the Enclosure** – If you wish to discontinue use of the enclosure at any time, please notify TS to deactivate your key. If you leave the university your key will be deactivated without notice.

**Lost or stolen Enclosure Key** – If your Enclosure Key is lost or stolen, you may obtain a replacement key. View the following table for the replacement policy. Please report all lost/stolen keys to Transportation Solutions immediately.

**Replacement Fees:**

	First time replacement	Additional replacements
Stolen with police report	\$15.00	\$25.00
Lost	\$25.00	

If a replacement key is issued and the original is found within 3 business days, the user may return the replacement key and receive a refund. No refunds will be granted after this date.

**Rules of Conduct**

- Do not transfer the Enclosure Key to another person.
- Do not allow a non-key holder to enter the Enclosure.
- Do not prop the Enclosure door open.
- Do not place advertisements, such as fliers or posters, on lockers, walls or other Associated Students (AS) or SJSU property.
- Do not lock bikes or scooters to the fence, trees, light poles, benches, etc.
- Do not repair bikes or scooter in the Enclosure.
- Do not leave bikes or scooters unattended for an extended period of time (e.g. overnight)
- Report suspicious activity to the University Police.

**Abandoned bicycles/scooters** – Any bicycle or scooter left unattended in the enclosure continuously for more than three (3) days will be considered abandoned. After a 48-hour notice has posted on the abandoned vehicle, the vehicle will be removed and disposed of in accordance with CA Civil Code § 2080.9.

**Damages** – You will be financially responsible for damages to the enclosure and accessory lockers caused by misuse beyond normal wear and tear.

**Liability Limits** – AS and the University are not responsible for fire, theft, loss, or damage to the bicycle, scooter, or any other item left in the Enclosure or Accessory Locker. You are responsible for ensuring the bicycle is properly locked and use the Enclosure at your own risk.

**Termination**- AS may revoke access and pursue claims or demands against, or seek prosecution of, anyone who violates any part of the Bicycle Enclosure agreement and may, at any time terminate or change the terms and conditions of this agreement for any reason upon 30 days prior written notice to the renter.

Name:		SJSU ID number:	
<input type="checkbox"/> Student <input type="checkbox"/> Employee <input type="checkbox"/> Other: (specify)		Email:	Phone No:
Vehicle make, model & color:			Serial No.:

I acknowledge that I am the person indicated above and agree to all the terms and conditions:

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

For office use only

Whiztag:	Date processed:
Key number:	Name: