

1200 NINETEENTH

BIKE REGISTRATION FORM

Date: _____
Name: _____
Company: _____
Work Number: _____
Email Address: _____
Kastle Card/Fob No: _____

The proper procedure for bicyclist to enter/exit the parking garage after hours or on the weekends is to bring the bike through the loading dock door, use the freight elevator to access P1 garage to secure the bike. When exiting the building on the weekends or after hours, use the freight elevator to bring the bike from the parking garage to the loading dock door to exit.

Bike Info	Model	Color

Bicycle Registration

All bicycles wishing to park inside the garage must be registered. Once the completed registration form has been returned to the Property Management Office, the bike owner will be given a decal to put on the bicycle. The decal must be placed facing upward on the bicycle frame near the handlebars. These decals do not have expiration dates. Please note that the decal must be visible on bike at all times. **Unregistered bikes or bikes with no decals will be removed from the garage.**

Racks are provided at no charge for **daily parking only**. **Storage is prohibited**. Bikes left for longer than a day in the racks will be removed from the garage.

The Building Owner, Property Management, and Garage Management are not responsible for any losses due to theft, collision, or any other damage done to bicycles in the Building parking garage. **We suggest you secure your bike with a U-Lock to prevent theft.**

Questions concerning bicycle registration should be directed to Hines Property Management at 202-872-1435.

Signature, Bike Owner: _____ Date: _____

Signature, Hines: _____ Date: _____