Spare Bikes Log & Info

**Rules:**

1. **ALWAYS update the log when you borrow & return a bike**
2. **Return the bike in the same state that it was when you took it**
3. **ALWAYS inform a team-leader when you need/take a spare**
4. **DON’T keep any bike for more than 3 days ( BUT special circumstances will be considered)** *More details at the end of the document.*

**Spares:**

1. **Red Roadbike (multispeed)**

• Currently used by: AVAILABLE

• Location: Taco Mazama Byres road, rear cupboard (through the toilet room)

• Details: S-M frame; thin tyres; flat handlebars; good condition except weak brakes

1. **Blue Singlespeed**

• Currently used by: Falah Hamza

• Location: Chicken Place G12, downstairs

• Details: L frame, medium tyres, flat handlebars, good condition - fairly sluggish

1. **Black Raleigh Singlespeed**

• Currently used by: [Nikos](https://www.facebook.com/danila.casian) Iplik

• Location: n/a

• Details: L frame, thin-medium tyres, flat handlebars, good condition (tight brakes)

1. **Silver GT Mountainbike (multispeed)**

• Currently used by: AVAILABLE

• Location: Mamafubu, downstairs

• Details: M frame, thick tyres, flat handlebars, rear mudguards, good condition (back brake handle needs to be fixed)

**Relevant info:**

* **Update the log by writing your name in the ‘currently used by’ section when you borrow a bike, and deleting that and writing ‘AVAILABLE’ instead when returning a bike. This document can only be edited from a desktop, not from mobile version of facebook**
* **The ‘Location’ section specifies where the bike *normally* resides, that is if it is not being used by someone (in which case it would be with that person, and not at the specified location, of course)**
* **You can use these bikes for free as long as you don’t break them; any damage you do you have to repair yourself (wear&tear set aside; eg. you won’t have to fix it if the chain snaps BUT you will have to if you get a puncture)**
* **This is meant for emergency situations, eg. if your own bike breaks during a shift or if it breaks before a shift and you don’t have the time/means to repair it. *SPARES ARE NOT* to act as a permanent/long-term substitute for your bike, hence the 3 days return limit (but do inform your teamleader if you can’t get your own bike fixed in 3 days due to objective reasons - exceptions will be granted)**
* **If you need a spare quickly during your shift you can go get an avaialable spare from one of the locations - we highly appreciate couriers having initiative and solving problems independtly - BUT do send a quick text to your team leader (eg.: ‘derailleur problem. Getting the blue spare’), so we know what is going on**
* **When picking up a spare from one of the shops please be respectful to the staff; always introduce yourself and ask for permission (and instructions) to pick up the spare bike (eg.: ‘Hi, I’m an Ecorunners courier, I’d like to pick up the spare you have in the shop, could you please show me...’)**

**For any questions, suggestions or feedback, message me ([Casian](https://www.facebook.com/danila.casian)).**