



**Milwaukee
Bicycle
Collective**
Your Public Bike Shop

VOLUNTEER AGREEMENT

2910 W. Clybourn St. Milwaukee, WI 53208
(414) 431-0825 | milwaukee@bikecollective.org
501(c)(3) Non-profit Organization

Code of Conduct

I understand (Please initial each point):

- ___ NOTHING in this shop is free.
- ___ I will be expected to work or to pay for parts and services at the posted hourly rate.
- ___ If I intend to work for parts and services I must work before the reward can be obtained
- ___ This shop is made available to the community, not for my own self interest or financial gain

I. Use and care of tools

- A. No tools shall be removed from your shop.
- B. Your tools and parts shall be put in their proper place after use.
- C. Check your pockets and belongings before leaving the shop.
- D. Immediately report any damaged or missing tools to a designated keyholder.
- E. Leave your work bench in a better state than when you found it.

II. Care of building and premises

- A. Maintain your shop and keep it in a clean and sanitary condition
- B. Put trash in the properly marked receptacle.
- C. Remove and properly dispose of trash as necessary.
- D. No users is allowed on the roof except in cases of emergencies.
- E. Nothing shall be stored on or thrown off the roof.
- F. Your bathroom must be cleaned after every night.
- G. The office must be kept clean and free of debris.
- H. Volunteers and shop users may only enter your shop during posted shop hours.

III. Repairing or servicing bikes

- A. Keep your bikes out of the walkways and do not block the doors.
- B. Respect the space of others
- C. Help and instruct inexperienced users as much as you can.
- D. Properly dispose of unsuited or damaged parts. Unsure? Ask a designated keyholder.
- E. Put your tools, parts, and bicycles away before leaving.

___ I have read and understood code of conduct and the rules of the shop. (Please Initial)

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Name _____ Age _____

Address _____

City _____ State _____ ZIP _____

Email Address _____

Signature _____

☐ Student ☐ Veteran ☐ Interested in Ladies Night

Can we use your photograph in promotional materials (brochure, web, adverts, etc.)?

Yes | No

Can we contact you about volunteer opportunities?

Yes | No

Can we contact you about future events involving the MBC?

Yes | No

Do you currently own a bicycle?

Yes | No