



Bike Rack Reservation Form

Event Name:	
Event Date(s):	
Number of Racks Requested:	
Event Location:	

(each rack can hold 20-25 bikes; FC Bikes has approximately 15 racks)

Contact Name:	
Contact Phone:	
Contact Email:	

	Date	Time
Requested Pick-up		
Requested Drop-Off		

The event contact person is responsible for picking up and dropping off the reserved bike racks. Racks are approximately 10 feet long and 15 pounds. The pick-up and drop-off dates and times must be confirmed with an FC Bikes representative. If an event contact person fails to meet at the agreed upon dates and times more than three times, the event shall not be allowed to reserve bike racks for future events. The event contact person is responsible for any damage done to the racks while in their possession and shall report such damage to an FC Bikes representative.

Contact Signature: _____ Date: _____

FC Bikes Rep Name: _____

Signature: _____ Date: _____

This section to be completed by an FC Bikes representative:

	Date	Time	Rack Numbers	FC Bikes Rep Initials
Actual Pickup				
Actual Drop-Off				