



RENTAL AGREEMENT

Renter Responsibilities

- 1. Each person using any equipment in the fleet (even if they only borrow a helmet), will need to sign a waiver.**
 Crow Wing Energized does not provide liability protection for fleet users. All youth under the age 18 will need to have a parent signature. The printed waivers will be available in the file folder in the fleet. At the end of the event, place waivers back in the file folder. Pens are available in a tote. If waivers need to be filled out prior to the event (ex. to obtain a parent signature), an electronic version can be emailed upon request.
- 2. Within one week following your event, please complete an evaluation of your use of the fleet.**
 Please fill out the evaluation form here: <https://www.surveymonkey.com/r/cwebikeeval>. Please keep track of the number of bikes used, if there is any maintenance issues (bike numbers), and the numbers of the bikes using the fleet during the event – this information will be necessary for the evaluation.
- 3. Please remit payment prior to using the fleet.**
 If an invoice is needed, please let Jessica Waytashek know (Jessica.waytashek@essentiahealth.org), otherwise send check for the determined amount to:
 Crow Wing County Energized
 PO Box 686
 Brainerd, MN 56401
- 4. Please put the supplies (bikes, helmets, etc.) back in the trailer like you found it.**
 Bikes should be hung up 'every-other' with a front wheel up, then a back wheel, then a front wheel, etc. Helmets should be hung up or returned to under the bike storage (in large trailer only). Please return all of the fleet supplies that you use (chalk, cones, signs, etc.). If you use any supplies in the trailer (ex. use up all of the chalk, use a patch kit, etc.) **please note this on the evaluation form in step #2.**
- 5. The code for all of the locks on the fleet is: 0005**
 Please do not give this code out unless someone absolutely needs to use it.

Crow Wing Energized Responsibilities

- 1. Crow Wing Energized will provide a timely response for scheduling the fleet and will be available for questions/ concerns regarding the rental process and/or use.**
 Please contact Jessica Waytashek (Jessica.waytashek@essentiahealth.org) at 218-820-3921 with questions or concerns.
- 2. Crow Wing Energized will coordinate transportation for the fleet.**
 Jessica will contact the Rental Contact to determine the date/time of delivery, as well as the location of the fleet at the rental site.

I, _____, have reviewed all of the guidelines and will abide by them during my use of the bike fleet on or between these dates: _____.

I have worked with Crow Wing Energized to determine a price of \$_____ for the rental of the fleet.

 Signature of RenterContact

 Date

 Signature of County Contact

 Date