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| <b>Make</b>  |  |
| <b>Model</b> |  |
| <b>Color</b> |  |

|              |  |
|--------------|--|
| <b>BID—</b>  |  |
| <b>or SN</b> |  |

ALWAYS CHECK FOR STUCK SEAT POST FIRST

**Frame**

- Frame clean
- Frame not bent
- No cracks, flaking paint, or wrinkled paint at welds

**Fork**

- Fork clean
- Fork not bent
- No cracks at welds

**F B Tires** (F = front, B = Back)

- Good tread
- No cracks, splits, or bulges
- Inflated to recommended pressure
- Valve is straight and has cover or cap

**F B Wheels**

- Centered in frame
- Spins true and round
- No brake rub
- Bearings move freely with no lateral play
- All spokes existing and tight
- Axles fully seated, nuts or QR tight

**F B Brakes**

- New cables, and ends are capped
- Cable anchor bolt tight
- Brake mount bolts tight
- Brake pad nuts tight
- Minimum of 3/16" of rubber on brake pads
- Brake pads aligned with rims
- Brake handle secured to handlebar

**F B Derailleurs**

- Cable not rusted or frayed, ends are capped
- Cable anchor bolt tight
- Shifter secure to handlebars
- Limit screws adjusted to prevent chain drop
- Shifts to all gears

**Bottom Bracket and Crank**

- Chainrings clean, not worn, and not bent
- Chainring bolts tightened securely
- Crank arms clean and not bent out of shape
- Crank arms tightened securely to bottom bracket
- Crank spins freely with no play in bearings

**Handlebar and Stem**

- Stem quill lightly greased (slides easily into steer tube)
- Stem not extended beyond min. insertion mark
- Stem/bars aligned with front wheel
- Handlebar clamp tightened securely
- Grips in good condition and secure
- Bar ends plugged
- Stem bolt tightened securely

**Headset**

- Bearing well lubricated; turns freely with no binding
- No perceptible play in the assembly
- Headset locknut is tight

**Saddle and Seatpost**

- Saddle nut secure
- Seatpost not extended beyond min. insertion mark
- Seatpost lightly greased (slides easily into frame)
- Seatpost clamp secure (seatpost doesn't rotate)

**Pedals**

- Clean and free of dirt
- Pedals spin freely with no perceptible play
- Pedal threads are tight (**left pedal tightens CCW**)
- Pedal axles not bent

**Chain**

- Proper length and/or tension
- No stiff links
- Clean and lubricated

|                             |             |
|-----------------------------|-------------|
| <b>Mechanic's Signature</b> | <b>Date</b> |
|-----------------------------|-------------|

"I am confident this work is complete."

**Ride Test**

- Even braking
- No play in headset when using front brake
- No squeal when brakes applied**
- No brake rub
- Rear tire skids with emergency stop
- Front derailleur shifts to all chainrings
- Rear derailleur shifts to all gears
- Saddle height, tilt, and fore/aft position adjusted
- Pedal axles not bent

|                                 |             |
|---------------------------------|-------------|
| <b>Council Member Signature</b> | <b>Date</b> |
|---------------------------------|-------------|

"I've checked the Mechanic's work and certify that the bike is safe and rides well."

|                           |             |
|---------------------------|-------------|
| <b>Director Signature</b> | <b>Date</b> |
|---------------------------|-------------|

"I am the last line of quality control. I certify that this bike is the best it can be, and I would let a family member use it."

| Notes | ✓                        | Initials |
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**Bike Mechanic's Oath**

I swear to fulfill, to the best of my ability and judgment, this covenant:

- I will respect the hard-won knowledge and work of those mechanics in whose steps I walk, and gladly share such knowledge as is mine with those who follow.
- I will work for the benefit of all bikes and and riders, avoiding those twin traps of overtreatment and cynicism.
- I will remember that there is art to mechanics as well as science, and that warmth, sympathy, and understanding are often as important as the wrench.
- I will not be ashamed to say "I know not," nor will I fail to call on my fellow mechanics when the skills of another are needed to best make a repair.
- I will respect the privacy of customers and competitors, for their problems are not disclosed to me that the world may know.
- I will remember that I fix not only a bike but a machine that affects the rider's family and economic stability.
- I will encourage preventative maintenance whenever I can, for prevention is preferable to repair.
- I will remember that I remain a member of my community, with special obligations to all my fellow human beings, those who are enabled as well as those who are needy.
- If I do not violate this oath, may I enjoy life and art, respected while I live and remembered with affection thereafter. May I always act so as to preserve the finest traditions of my profession and may I long experience the joy of fixing bicycles.