

**PARKFAIRFAX CONDOMINIUM**  
3360 Gunston Road  
Alexandria, VA 22302  
(t) 703-998-6315 (f) 703-998-8764 (e) www.Parkfairfax.info

**ANNUAL BIKE REGISTRATION FORM**

Parkfairfax Condominium maintains 53 common element laundry rooms throughout the community. There's a bike rack in each laundry room. Resident unit owners and residents are permitted to secure their bikes to the common element bike racks in these common element laundry rooms according to the following terms and conditions:

**1. Registration.** Each bike must be registered annually using this Annual Bike Registration Form ("registration form"). The annual registration fee is \$5.00 per bike, paid by check or money order only. Each year payment must accompany a completed copy of this registration form returned to the Management Office at 3360 Gunston Road, Alexandria, VA 22302.

You may hand deliver your completed registration form to the Management Office during Management Office open hours and receive your current bike sticker(s) while you wait. You may also either hand deliver your completed registration form to the drop box located to the right of the front door at 3360 Gunston Road or you may mail your completed registration form to the Management Office; in either of these two (2) latter options, allow two (2) weeks for the delivery by mail of your bike stickers good for a respective bike registration year.

**2. Time of Registration.** Any bike secured to a common element bike rack must be registered by June 1<sup>st</sup> of each new bike registration year. The bike registration year runs from June 1 to May 31. Bike stickers are issued as a part of the bike registration process. Bike stickers for the upcoming bike registration year are available on April 1. Any bike sticker issued prior to April 1 for the then current bike registration year must be updated during the following April or May for the succeeding bike registration year that commences on June 1<sup>st</sup>.

**3. Bike Stickers.** Affix a current bike sticker to each bike you secure to a bike rack. Each bike sticker should be affixed to the post beneath the riding seat (saddle) so that it is clearly visible. Use of any particular bike rack is on a space available basis.

**4. Other Rules.** (a) A bike must be secured to a bike rack with a lock or a chain/cable and a lock; otherwise, bike storage in a laundry room is prohibited; (b) gas powered bicycles, mopeds, scooters, etc., are prohibited in laundry rooms and will be removed immediately without prior notice.

**5. Notice.** Parkfairfax is not responsible for damage to bikes or the theft of bikes from common element storage areas.

Resident's Name (please print clearly using ink) \_\_\_\_\_

Address \_\_\_\_\_

Phone #s (h) \_\_\_\_\_ (w) \_\_\_\_\_

Email \_\_\_\_\_

Bike #1 Make/Model \_\_\_\_\_ Color \_\_\_\_\_

Bike #2 Make/Model \_\_\_\_\_ Color \_\_\_\_\_

Bike #3 Make/Model \_\_\_\_\_ Color \_\_\_\_\_

**Enforcement.** The permitted bike rack user subscribed below acknowledges his/her understanding and agreement that the Association enforces bike rack usage by placing a 14-day notice on any bike that does not bear a current bike sticker on or after June 1; by various means the Association will attempt to contact the bike owner 2 weeks prior to the removal of a bike from a laundry room using the information given above by the bike owner. If the bike sticker on such bike is not updated during those 2 weeks, staff will remove the bike from the laundry room and a \$65.00 bike removal fee per bike payable to the Association will be required prior to the return of the bike owner's bike(s). If such bike(s) remain(s) unclaimed for 60 days following removal, the bike(s) will be given to charity.

**Waiver.** The bike rack user subscribed below hereby agrees to be fully liable for and to waive and release the Association, its Board of Directors, employees, agents and members from any and all injuries, costs, damages, causes of action, claims and any consequential and incidental damages, including attorney's fees arising out of or resulting from any loss, injury including death or damage to person or property which the bike rack user may sustain or cause as a result of or related to the bike owner's use of an Association common element bike rack.

**Indemnification.** The bike rack user subscribed below hereby agrees to indemnify, defend, reimburse and forever hold harmless the Association, its Board of Directors, employees, agents and members from any and all injuries, costs, damages, causes of action, claims and any consequential and incidental damages, including attorney's fees, arising out of or resulting from any loss, injury including death or damage to person or property which the bike storage area user may sustain or cause as a result of or related to the bike owner's use of an Association common element bike rack.

Agreed to as regarding all the above: Resident's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

..... **Office Use Only Below** ..... **Official Use Only Below** ..... **Official Use Only Below** ..... **Official Use Only Below** .....

Bike #1 \_\_\_\_\_ Bike #2 \_\_\_\_\_ Bike #3 \_\_\_\_\_

Account verified in Tops & C3 : \_\_\_\_\_ Amount Paid: \_\_\_\_\_ Check/MO #: \_\_\_\_\_  
Employee Name