

Bicycle Registration Policy

Below are the rules governing the registration, impoundment, safe use and storage of bicycles at Arkansas Tech University:

1. Bicycles are not to be parked inside buildings.
2. Any bike possessed or operated on campus must have a valid permit affixed and must be parked at a bike rack, locked and operable. Bike permits can be obtained at no cost at the Department of Public Safety.
3. Bikes may be impounded for lack of registration, no current permit affixed, improper storage or for being inoperable. Bicycles attached to meters, signs, trees, light poles, stairwells, posts or any area other than a bike rack will be impounded and fees assessed. Bicycles left on university property in an inoperable condition for a period longer than 48 hours may be impounded. Locks cut or damaged during impoundment will not be replaced.
4. Riding bicycles, skateboards and roller skates indoors is prohibited.
5. Bicyclists have the same responsibilities as drivers of any other vehicle; the rules of the road apply to bicycles.
6. Bicycles may not be parked in a way that would block or impede the access to a building entrance or exit.
7. Arkansas Tech University assumes no responsibility for the care and protection of any bicycle, attached accessories or contents at any time the bicycle is operated or parked on campus.
8. Owners who park bicycles in a manner that impedes the normal access to ramps designated for wheelchair or handicapped access to facilities are subject to fines and impoundment of their bicycles.
9. Bicycles not picked up from the impound lot within 30 days of impoundment will be forwarded to the Arkansas Tech Department of Public Safety and sold, recycled or donated to charity.
10. At the end of each spring semester, a university-wide bicycle "clean-up" will be performed. Bicycles that are illegally parked, unregistered or inoperable are impounded, treated as abandoned property and may be disposed of.

Parking Regulation Enforcement

1. A public safety officer or other individual specifically authorized by Arkansas Tech University may issue a citation, relocate, impound or take possession of a bicycle which:
 - a. Is in violation of any regulation stated in the Arkansas Tech Student Handbook or Arkansas State Law
 - b. Appears to have been abandoned, inoperable; or
 - c. Has been reported stolen by its owner.
2. Any bicycle that has been impounded will be secured at its location or in the impound area of the Department of Public Safety. Persons retrieving an impounded bicycle will be required to show proof of ownership (with complete description: manufacturer, model, color, size and serial numbers) and his/her picture identification (student ID or appropriate state driver's license).
3. Bicycles are not to be left on campus for storage during summer breaks. Bicycles considered abandoned will be tagged and issued a three-day warning. If no action is taken within three business days, these bicycles will be considered abandoned and impounded with a fee assigned.

4. Violators receiving a citation may be referred to Student Judicial Affairs and receive a monetary fine or both.
 - a. The impound fee is \$20 for each occurrence. A bicycle will not be released until after the payment is made and ownership is established. If an owner is unable to pay the fine, he or she must sign a promissory note in order to retrieve his/her bicycle. The charge will be added to the student's account and a registration hold will be placed if the amount is not paid.
 - b. The impound fee for bicycles blocking building access, wheelchair ramps or handicapped access is \$35.
 - c. The impound fee for bicycles locked to a wheelchair ramp or handicapped access is \$75.
5. Any person, who knowingly buys, sells, receives, disposes of, conceals or has in his or her possession any personal property from which the manufacturer's serial number, identification number or any other distinguishing number has been removed, defaced, destroyed or altered may be guilty of a crime.

Registration Form

Personal Information

Name: _____ T Number: _____

Driver's license: _____ Cell number: (____) _____

Home number: (____) _____ Tech Email: _____

Street/Campus address: _____

City, State, ZIP: _____

Bike Information

Make and Model: _____ Type (men's or women's): _____

Serial number: _____ Color: _____

Identifying marks: _____ Speeds: _____

Some Common Locations for Serial Numbers



Signature: _____

Print name: _____ Date: _____