

GREEN OFFICE
CONTRACT FOR CARGO BICYCLE

Zwartzustersstraat 2 - 3000 Leuven
greenoffice@kuleuven.be
<http://www.kuleuven.be/duurzaamheid>



LOAN

BETWEEN

Name:
Student number:.....
Program:.....
Email:
Phone number:
Official address:.....

(Optional)
Name organization:.....
Function:.....
Address organization:.....
hereinafter called **the borrower or user**

AND

Green Office for KU Leuven, hereinafter called **the lender**

THE FOLLOWING IS AGREED

Article 1: The lender grants the borrower, who accepts, the use of a cargo bicycle of the *Riese & Müller Packster* type.

This loan includes*:

- (a bicycle charger)**
- a bicycle lock (ART certified) + a key for the lock**
- a carrier strap**

These items are deemed to be included in the term 'cargo bicycle' as mentioned below.

*Please check boxes to confirm the item was included in the loan

Article 2: This loan agreement is entered into for the following **period**:

Date and hour of collection of cargo bicycle:

.....

Date and hour of return of cargo bicycle:

.....

If the borrower is unable to return the cargo bike in time, the borrower will notify the *DIY Fietsatelier* as soon as possible (016 32 53 17).

The cargo bicycle is used for activities in the Leuven region. The cargo bicycle will be used for:

.....

The cargo bicycle may only be used for this purpose.

Article 3: The use of the cargo bicycle is **free of charge**. But a **deposit of 50 euros** is requested to ensure the safe return of the cargo bike.

Deposit paid (€50) - **cash**

Signed by the lender:	Signed by the borrower:

Deposit (partially) refunded - **cash or bank transfer**

Signed by the lender:	Signed by the borrower:

Bank account number of the borrower:

(Will be used to refund the deposit)

Remarks:

Article 4: The borrower declares that he/she received the cargo bicycle in **good condition**. Possible comments on the condition of the cargo bicycle are written here before the start of the loan:

.....

The borrower cannot claim any compensation from the lender in case of a malfunction of the cargo bicycle or in case of damage caused by the cargo bicycle.

Article 5: The user will use the cargo bicycle in a **prudent manner**, including respecting the traffic regulations. He/she is responsible for the safety of the cargo and makes sure the cargo bicycle **is not overloaded**.

In case of problems, the user calls the *DIY Fietsatelier*: **016 32 53 17**

On the expiry of the loan period, the user returns the cargo bicycle in the condition he/she received it.

Article 6: The user alerts the lender of any damage incurred (or suspected damage) **immediately after the trip!**

In case of damage, the borrower may be asked, after consultation with the lender, to bring the cargo bicycle to a repair shop after using it. Small repairs to the cargo bicycle will be carried out in the '*DIY Fietsatelier*' (Minderbroedersstraat 50, 3000 Leuven). Big repairs are carried out by '*Fietslab*' (Paternosterstraat 16, 3010 Kessel-Lo).

The costs of the repair will be deducted from the deposit.

*In case the deposit isn't sufficient to cover the costs, the lender decides on the remaining amount due.

Article 7: In case of **loss** of the cargo bicycle, the remaining value will be charged to the borrower. In case of **loss** of the cargo bicycle, but proven to be garaged in a prudent manner, the bike insurance will cover the costs, the borrower will cover the franchise.

More information on proper storage: <https://www.kuleuven.be/transportation/by-bike>

In case of **loss of accessories or keys**, the cost of replacement will be deducted from the deposit.

Accessories:

- Bicycle lock: 35 euros
- Bicycle key: 15 euros

Article 9: This agreement is governed by the Belgian law, to the exclusion of its conflict of laws rules. If a dispute cannot be settled amicably, only the courts of Leuven shall have jurisdiction.

Article 10: The borrower collects the Cargo Bike at the '*DIY Fietsatelier*', Minderbroedersstraat 50, 3000 Leuven, during opening hours and returns it during opening hours.

Opening hours: Mo-Thu: 10h-17h30 Fri: 10h-14h / closed on holidays and over the weekend.

Article 11: The borrower and the lender check at the end of the loan whether every accessory mentioned in 'Article 1' is returned in a good state*.

- (a bicycle charger)**
- a bicycle lock (ART certified)**
- a key to the bicycle lock**
- a carrier strap**

*Please check boxes to confirm the item was returned

Drawn up in Leuven onin duplicate, each party recognizes to have received one copy.

*Please bring two signed copies of the contract when collecting the Cargo Bike.

For the lender

For the borrower

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