



January 29, 2013

Dear Paul,

Enclosed is the Lease Agreement for **Eastgate Park & Ride** locker #15.

Please read and sign it (**make a copy for your records**), and then return the contract to the Commute Program at the address below, along with a \$50 check made payable to **Bicycle Alliance of Washington** for the key deposit. At this time there is no additional fee for the use of the locker, and you have the exclusive use of this locker for the next year.

During ongoing use of the locker, you are required to keep the inside of the locker clean. It is recommended that you keep a small broom in your locker. **During warmer weather, insect infestation is possible in and around the lockers.** Wasp nests can pose a sting hazard, so please report any active nests immediately.

You will be contacted annually to renew your lease. This will be done by email, or phone, and does not require a new contract. Please keep your contact info current so that you can receive renewal notices and alerts about your locker.

Please remember that these lockers are intended for commuters and should be used a minimum of three times weekly. Lockers are inspected and if it is found that your locker is not being used, or is only used for storage, you will be asked to vacate. Demand for these lockers exceeds the supply and if, in the future, you find yourself not using the locker on a regular basis, please let us know so that the locker can be leased to another bicycle commuter.

Please mail the Lease Agreement back ASAP---if you are delayed in returning the contract, please call within a week to let us know. You will receive a key to your locker within a week of our receiving your signed lease agreement and key deposit.

If you have any questions or concerns about your locker, or any repair requests, please call or send an email.

Thanks for commuting by bicycle!

Elliott Bangs
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