



## BICYCLE PARKING WAIVER & RELEASE FORM

Please fill out the following form and drop off at the Mezzanine Security Desk or email to [540madison@540wmad.com](mailto:540madison@540wmad.com).

I, \_\_\_\_\_, hereby request permission to access the designated bike rack area located in the loading dock, accessible from the loading dock entrance on Washington Street, in order to set, specifically, my bicycle in the specially provided bicycle racks.

I understand and acknowledge the bicycle rack area is not a public area, but rather, is for the exclusive use of those individuals, such as myself, who are specifically authorized in writing by the Office of the Building, to access this area for the specific purpose of parking or setting their bicycle in the specially provided bicycle racks (no bicycles shall be allowed to be secured to the fence posts, the Building etc. and if it is discovered that this is the case, the device securing the bicycle to these areas shall be removed and the bicycle will be left unsecured in this area). I also acknowledge by signing this Bicycle Area / Rack Waiver & Release, I have fully read and understand everything identified in this document.

I understand and acknowledge that access to the designated bicycle rack area and use of the bicycle racks is entirely at my own risk and that by signing this waiver, I agree to waive any responsibility or liability on the part 540 West Madison Owner, LLC, its subsidiaries, affiliates, officers, directors, employees and Jones Lang LaSalle Americas and any of its authorized agents, representatives or affiliates, for any injury or loss suffered in connection with such use, including any theft of, or damage to, my bicycle or related equipment.

Finally, I acknowledge there are spots for approximately sixty (60) bicycles, and I am not guaranteed a spot on any given day, such usage being exclusively on a first come / first served basis. I understand that from time to time, the Landlord may choose to close this area (with advance notice) in order to perform maintenance, housekeeping, repairs, staging of equipment or materials for said maintenance or repairs. I also understand the passenger elevators are to be used upon my arrival and acknowledge the unauthorized use of the service elevators is not permitted.

Further, the bicycle is only permitted during normal shift hours of each employee, and bicycle parking shall not be for an extended period of time. I agree to walk my bike to and from the bike cage until I am outside of the dock area. Abuse of this policy will result in the loss of bicycle parking privileges.

PERSONAL INFORMATION	BICYCLE INFORMATION
Name:	Make:
Company:	Model:
Phone:	Email:
Keycard #:	Serial #:
Signature	Date