

## RULES OF OPERATION

### For the Motorized Scooter – Shoprider Program for Downtown Traverse City

**Get to know your Scooter.** Before you leave the Hardy Parking Deck (Downtown Development Authority), familiarize yourself with the Scooter's safety features such as braking distance, acceleration, turning capabilities, and reverse.

**Mounting and dismounting your Scooter.** The Scooter should not be mounted or dismounted unless you and the Scooter are on level surface, the brake is engaged, the key switch is OFF, and the seat is locked into position to make it steady before you sit down. Once you have mounted the Scooter, you should turn and lock the seat into its riding position and always keep your feet on the platform and the scooter arms down when riding.

**Turn off your cell phones.** While the Scooter key is in the "on" position, do not operate your cell phone. The signal given off by your cell phone may interfere with the operation of your scooter.

**Lock up!** Participants shall not leave the Scooter with keys in the ignition unattended at any time.

**No unauthorized riders or operators.** Do not allow any one to ride along with you on the scooter. Do not allow anyone else to operate the scooter.

**Do no overload the scooter.** The Scooter should never carry more than three hundred (300) pounds and the Scooter's basket should never carry more than 20 pounds.

**Give pedestrians the right of way.** Allow plenty of room between you, your scooter and pedestrians. If you encounter a large crowd, stop and allow the crowd to disperse before resuming travel.

**Do not operate during inclement weather.** Storms make it difficult to see or be seen. Seek shelter and wait for the storm to pass.

**Get directions.** For your safety, scooters are not to travel beyond the boundaries of the area of travel as shown on the attached map.

**Use the sidewalk.** Scooters shall not be driven on the streets unless crossing the street at a pedestrian crosswalk.

**Stay on even terrain.** Scooters should not be driven on an incline greater than 8°, over deep, soft terrain such as soft dirt, deep grass, or loose gravel. Scooters should not be backed up onto uneven surfaces or inclines. If you do encounter a situation where riding on uneven terrain is unavoidable, you should proceed carefully and slowly. Also, if it becomes necessary to proceed up a steep incline, please move the seat forward as far as it can go.

**Curbs.** You should avoid curbs with your Scooter. However, if it becomes necessary to climb a curb, you should be aware that the maximum curb that your Scooter can handle is two (2) inches or under and you should approach the curb at a 90 degree (90°) angle. Both back wheels should go over at the same time and in the same direction. If you must mount or dismount a curb, you should proceed carefully and slowly.

**Use common sense.** Do not operate the Scooter after drinking alcoholic beverages, do not ride the Scooter in areas where it would be unsafe or illegal to walk, do not turn your Scooter suddenly at full speed. Do not place items in the Scooter's basket that may block your vision. Always use caution when crossing driveways and crosswalks, and always come to a complete stop before reversing or going forward-the braking distance for the Scooter is approximately three (3) feet.

**Call 911!** If you think you are in danger or need emergency help call 911. Try to give the operator your exact location.

**Scooter problems?** Drive to a safe area before stopping. In case of a breakdown, please call 922-0241 – Hardy Parking Deck and we will arrange to pick-up the scooter. Stay with the scooter until we arrive. You are responsible for your own transportation from that point on.

**Operating period.** The Scooter may be used for a period up-to 4 hours. Extensions shall be granted based upon availability. If you wish to extend the operating period, you must contact the Hardy Parking Deck, 922-0241. Extensions are not automatic and may be refused by the parking authority at its sole discretion. In the event that an extension is given, you agree to continue to be bound by all agreements executed by you.

**In case of Accident.** If you have an accident, please notify the police and the Hardy Parking Deck, 922-0241 immediately. Obtain the name, address, license and tag number, insurance company name, and policy number of the operator if an automobile is involved.

**Operation Agreement.** By signing the terms for operating a motorized scooter you confirm that the address you have provided, as it appears thereon, is correct and you acknowledge that correspondence or notices will be sent to you at that address.

**COPY TO USER**