

## § RULES FOR SUTAINABLE USE OF THE SHOP:

- PUT EVERYTHING BACK WHERE IT BELONGS. If you don't know what it is or where it goes ask someone or put it in the bucket which is expressly used for that purpose.
- DO NOT FORCE TOOLS, AND USE THEM ONLY FOR THEIR SPECIFIC PURPOSE. Otherwise, they will break and we will have to pay for them.
- DO NOT STEAL STUFF.
- CLEAN UP THE SHOP WHEN YOU LEAVE, INCLUDING SWEEPING THE FLOORS. The procedures for opening and closing up shop are posted on the shop wall.
- BE NICE TO PEOPLE.
- FIXING YOUR BIKE GENERALLY TAKES LONGER THAN YOU MIGHT EXPECT. This means when planning to come to work on a bike at RTM, always come well in advance to the closing hour for that day. If you have a certain job needed to be done on your bike which you have never done before, ask a mechanic how long the task takes and a general outline of what it entails.
- MAKE SURE THE BIKE YOU'RE WORKING ON (WHETHER IT BE YOUR OWN OR ONE FOR DONATION) HAS A MAINTENANCE FORM ATTACHED TO IT. You will find that your bike has been sold or someone else is working on it if this is not done. This form must be filled out, giving the appropriate information for each bike.
- USE COMMON SENSE OR ASK SOMEONE ABOUT SOMETHING WHERE NO RULES APPLY.

We are getting our own phone soon!

la voie libre



right to move

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