Pre Ride Bike Checklist

**Establishment…………………………………………………………**

**Date of check………………………………………………………….**

**Person completing check…………………………………………..**

**Bike number(s) checked…………………………………………….**

|  |  |  |
| --- | --- | --- |
| **Part** | **Check** | **OK?** |
| **Wheels** | | |
| Wheel                quick release/Wheel nuts | Check the quick release skewers are firmly closed or that the axle nuts are fully tightened. |  |
| Tyre wear | Check visually that the tyres are not split or cracked and that there is tread remaining on the tyre. |  |
| Tyre pressure | Check that the tyres are inflated to the recommended pressure (written on the tyre side wall) |  |
| Hub bearings | Grip the rim and rock from side to side to feel for loose bearings; spin wheel to check for tight bearings |  |
| Rims and spokes | Check visually the rim for any defects, and spin wheel to check that it runs straight/true. |  |
|  |  |  |
| **Brakes** | | |
| Brake levers | Check   the   angle   of   levers   and   that   they   can   be comfortably reached. Brakes should apply pressure at 1/3 to 1/2 of travel. |  |
| Brake blocks | Check that the brake blocks are correctly positioned and are not worn beyond the wear indicators. |  |
| Brake cables | Check that the cables are not frayed or heavily corroded and that cable end caps are fitted. |  |
|  |  |  |
| **Saddle** | | |
| Seat post | Check that the ‘minimum insertion’ marker is not visible above the seat tube; check that the seatpost is securely gripped in the frame. |  |
| Saddle | Try to rock the saddle in different directions to check that it is fitted securely; check visually that saddle is straight and level |  |
|  |  |  |
| **Pedals and cranks** | | |
| Bottom bracket | Hold the cranks and rock back and for to check secure fitting. |  |
| Pedals | Check that pedals are fastened securely to the cranks. |  |
|  |  |  |
| **Handlebars and headset** | | |
| Stem alignment | Hold the front wheel between knees and turn the handlebars gently to check that the handlebar stem is correctly aligned with the front wheel and tightened. |  |
| Handlebar alignment | Check  that  the  handlebars  are  correctly  aligned  and secured at the stem |  |
| Headset bearings | Apply the brakes and rock bike back and for to feel for loose headset bearings; check that steering works freely. |  |
|  |  |  |
| **Gears and transmission** | | |
| Chain | Check that chain is clean, correctly lubricated and does not easily come off the front chain wheel. |  |
| Derailleur position | Ensure that the rear derailleur is correctly adjusted and does not rub on the spokes or the frame at either end of its movement. |  |
|  |  |  |
| **Peripherals** | | |
| Lights, mudguards, racks etc. | Check that any additional items and brackets are firmly secured and do not foul any moving parts |  |

**I confirm that the bicycles noted above are all safe and suitable for use following my inspection**

**Signed…………………………………………………………………………………………**