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…………………………………………………………………………………………**