

Reserving an eBike

1. Go to <http://fleet.utah.gov>
2. On the right hand side of the page under Fleet Quick Links select EBIKE INFORMATION.
3. Once on the page, click on the "I want to...Rent an eBike" link at the bottom of the page.
4. To login enter operator ID and click login. If you do not know your operator ID contact Megan Lund at 801-538-4687 or mlund@utah.gov and Polly Colbert at 801-538-4168 or pcolbert@utah.gov.

Login to Reservations Portal

Operator ID

5. Select "New Reservation" located at the top right hand corner of the page.

What Do You Want To Do?

6. Under Pickup Location choose MPMB. Then enter your date and time under the "Pickup" and "Return" fields for your desired reservation. The eBikes are available to reserve between 8:00 AM and 4:45 PM.

Pickup Location
MPMB - MASOB E-BIKE POOL

195 NORTH 1950 WEST
MASOB E-BIKE POOL
SALT LAKE CITY
UT
Phone: Fax:

Pickup
09/03/2016 10:15

Return
09/03/2016 12:15

7. If the time is available to reserve click on the select button, or change reservation time.

TYPES AVAILABLE TO RESERVE

| | | | |
|-------------------------------|-------------|--|---------------------------------------|
| EBIKE ELECTRIC ASSIST BIKE | Capacity: 0 | \$0 / hour \$0 / day \$0 / week \$0 / month \$0 / meter 1 unit | <input type="button" value="Select"/> |
|-------------------------------|-------------|--|---------------------------------------|

8. Fill out Destination and Reservation Note. (Reservation Note example: size of helmet, if there are two people reserving the bikes at the same time, etc.)

Destination

Reservation Note

9. Once you are finished click the confirm button at the bottom of the page.

10. Go to the motor pool (room 1120) to check out eBike. If you have not yet done so, you will be asked to sign the Electric Pedal-Assist Bicycle Waiver.
11. Return to motor pool to check in upon return (by 4:45 PM).