CycleSafe, Inc.

PROPARK OUTDOOR BICYCLE LOCKER SYSTEM
ECOPARK OUTDOOR BICYCLE LOCKER SYSTEM
SITE PLANNING AND PREPARATION

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Toll Free: 888.950.6531
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**ALWAYS OBSERVE POSTED SAFETY GUIDELINES**

**WHEN ASSEMBLING THIS PRODUCT. ALWAYS WEAR SAFETY GLASSES**
This Site Planning document will detail the layout of components, and preparation steps to install Cycle Safe Bicycle Locker Systems.

**Please read the instructions completely before beginning.**

Some of the site preparation should be completed long before the locker arrives for assembly. Care must be taken that the pads to locate the lockers are graded and cured before installation of the locker. It is also helpful to note if the lockers are mounted directly to the pad or strut mounted.

**The locker will arrive on a pallet.**

If possible the Locker will be delivered by semi-trailer. The owner will need people available to receive the pallets and unload the truck if necessary. The Locker will be delivered either pre-assembled or un-assembled. Care should be taken to not damage the Locker while unloading.

If you have difficulties or require further installation discussion, please contact our Customer Service Experts

Toll Free = 888.950.6531
info@cyclesafe.com

Digital Copies of this Site Planning & Preparation instruction may be found on our website:

WWW.CYCLESAFE.COM

**Alternate Mounting Methods are Used, Depending on Concrete, Asphalt or Tile Pad**

Note that the Locker System may be mounted to different base pads and alternate methods of locating and anchoring the Lockers are listed. Be sure the site is clean and ready for construction. The Concrete or Asphalt pad must be fully cured.

Reference the ProPark Assembly Guide (4.9.002) for locker completion

Reference the EcoPark Assembly Guide (4.9.033) for locker completion

**The Mounting Pad is the Purchaser’s Responsibility**

Since the accuracy of the anchoring is critical, it is recommended that experienced construction services be used. Consult local building codes for pad requirements and property restrictions before starting.

Always observe posted safety guidelines when assembling this product. Always wear safety glasses.
Planning your Project with the CycleSafe System will require you to answer the following questions. Identifying the needs of the Planners/Users will provide a clear solution for the number of cyclists served and the space you are trying to fill.

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>How many bicycles do you need to park?</td>
<td>Identify new or existing parking areas that can be converted into bicycle parking. Review what building entrances your cyclists will use, or what walkways they will take to get to their destination after parking.</td>
</tr>
<tr>
<td>How much space do you have to park the bicycles?</td>
<td>Decide if existing automotive parking spaces will be converted to bicycle parking. Determine if smaller satellite parking areas are needed or larger areas. Look for unused areas near building entrances. Often times future growth will require the relocation of walkways and bicycle parking areas.</td>
</tr>
<tr>
<td>Do your cyclists need short term or long term parking solutions?</td>
<td>Short term options are available on the lockers where the cyclist uses their own lock to secure the locker. Long term solutions may need administrative efforts to distribute locker keys and maintain records.</td>
</tr>
<tr>
<td>What level of security do you want to provide?</td>
<td>Optional &quot;Master Key&quot; locks are available for administrative entry to the lockers. Also, clear Polycarbonate windows are available for viewing the contents of the locker.</td>
</tr>
<tr>
<td>What additions or options will you need on lockers?</td>
<td>Locker options include Swing Handle latches, &quot;Master Key&quot; locks, view-thru windows, or weather shields over the locks/handles. A line of electronic access locks are available using key pads or swipe cards for access.</td>
</tr>
<tr>
<td>What is your budget per bicycle parked?</td>
<td>CycleSafe bicycle lockers are available in two models: EcoPark and ProPark. The ProPark model may also be stacked for a high density parking option. Also, consider providing U-Rack parking along with the Lockers for mixed use Long- and Short-term parking.</td>
</tr>
</tbody>
</table>

For further information on CycleSafe Locker options, please visit our website at www.cyclesafe.com and view the Lockers and Options tabs. You may contact us at info@cyclesafe.com or by phone at 888.950.6531.
Unusually long banks of Lockers are not typically recommended. For parking lots where Lockers are located as a separate parking area, smaller banks of Lockers with access lanes and aisles are recommended for improved user access and cyclist flow.

Very long banks of lockers located along pedestrian walkways are difficult to level and often inhibit traffic flow.

LOCATE ENTRANCE LANCES AS NEEDED
ADD BOLLARDS at VEHICLE TRAFFIC LANCES

LOCATORS may be protected from traffic with walls, curbs, bollards or other permanent structures.

HIGH TRAFFIC AREAS SHOULD HAVE MORE THAN ONE ENTRANCE
EACH 2-DOOR LOCKER FOOTPRINT WILL TAKE APPROX 20 Sq. Ft. [1.9 M²].
THE MINIMUM DISTANCE BETWEEN ROWS OF LOCKERS IS 48" [1219mm]

IN HIGH TRAFFIC AREAS or WHERE MANY USERS WILL PARK BICYCLES, 72" [1.8M] IS RECOMMENDED BETWEEN THE ROWS OF LOCKERS
THE CONCRETE PAD SHOULD INCLUDE A KEYWAY STYLE EXPANSION JOINT AT A MINIMUM INTERVAL OF 10ft [3.04M]
Planning

 Locker units should be surrounded by an access surface that may be concrete, asphalt, pavers or other improved surfaces. Mounting options are available for temporary or semi-permanent mounting.

The Lockers should be placed so they do not hinder pedestrian or vehicle traffic.

A 6-ft [1.8M] access lane is typical between banks of lockers where high cyclist traffic is expected.

Lockers may be located in unused areas or along pedestrian walkways.

Shown in this picture are four M8 Locker layouts with (1) Starter and (3) Adders per layout. They are mounted on finished concrete with an exposed aggregate walkway.

Shown in this picture are one M8 Locker layout with (1) Starter and (3) Adders, at a corner of a covered walkway between buildings.
What's the Difference?

The PROPARK Locker System is available in different combinations. All will permanently anchor to the pad. It can be ordered as a 2-Bike, 2-Door unit, (Starter) or combined with 2-Door expansion units (Adders) for greater capacity.

- **2-DOOR STARTER**
- **STARTER with ADDER**
- **DOUBLE TIER STARTER**
- **DOUBLE TIER STARTER with ADDER**

**ProPark Locker System**
- Modular, interconnected lockers - expandable to 24 bicycles
- Compression molded SMC plastic with high gloss, graffiti resistant paint.
- Highest security level for high traffic areas

**EcoPark Locker System**
- Stand-alone lockers - fits 1 or 2 bicycles
- Compression molded SMC plastic & steel construction
- Medium security level for average traffic areas

The ECOPARK Locker System has a smaller footprint and low-profile side walls. It will fit in compact spaces and is easily relocated.

- Full length stainless steel latch bar with Abloy high security lock cylinder
- 10 sq feet per bicycle parked - 38" wide
- May be double tier stacked for maximum density parking
- Easily removed and relocated
What’s the Difference?

ProPark Locker System

2-Bicycle Locker Weight:
450lbs [204kg]
Door Opening:
30-3/4” x 45”
[781mm x 1143mm]
All Plastic Construction
UV & Graffiti resistant paint
Interlocking Design

ProPark may be Stacked for High Density Parking

EcoPark Locker System

2-Bicycle Locker Weight:
440lbs [199kg]
Door Opening:
29” x 44”
[736mm x 1117mm]
Steel Side Walls
w/ Powder Coat Paint
Freestanding Design
Optional Floor
CycleSafe provides Electronic Access locker use through Trilogy Series electronic access handles, made by Alarm Lock. The Lockers have the same footprint as any ProPark Locker and will ship with the Trilogy Lock attached to the doors.

Trilogy Lockers provide a Grade-1 Wireless access per each door.

Up to 2,000 doors and 5,000 users can be programmed.

Trilogy Doors may be opened using PIN, Proximity Card or Key Fob.

The Customer Must Supply:
- Wireless Network Gateway
- Windows PC Computer & Router
- CAT5 Cables & attachments.
- Prox Cards and Fobs

Trilogy Lockers provide a Grade-1 Wireless access per each door.

The Trilogy system uses a Wireless Router and a non-dedicated Windows based PC to communicate. The Lockers may be placed up to 900 ft [275M] from the wireless router.

The CycleSafe Lockers may be located in any configuration within the Router radius.

For more specifications go to the CycleSafe.com and select Bike Lockers/Options/Electronic Access.
Lockers in Parking Lots

**PROPARK LOCKER SYSTEM**

Three parking spaces (9ft x 18ft.) should yield 10 Lockers and park 20 Bicycles

Four parking spaces (9ft x 18ft.) should yield 15 Lockers and park 30 Bicycles

**ECOPARK LOCKER SYSTEM**

Three parking spaces (9ft x 18ft.) should yield 12 Lockers and park 24 Bicycles

Four parking spaces (9ft x 18ft.) should yield 18 Lockers and park 36 Bicycles

**BOLLARDS ARE NECESSARY TO PROTECT THE LOCKERS & CYCLISTS**

Lockers may be located at ends of rows or in narrow compact car spaces.

Lockers may be located in "Dead Space" areas of the parking lot that are not used to park cars.
Lockers in Parking Lots

Lockers may be combined with other structures and Racks to provide both a high security environment and a safe, well lit area for cyclists.

U-Racks may be located at the edge of the Locker Pad, or as separators between banks of Lockers.
Lockers in Parking Ramps

Lockers may be located on the parking stalls (shown above) or in various unused areas in parking ramps.

UNIT HEIGHT: 101" [2565mm]
DOOR OPENING: 30" [762mm]
DOOR ARC: 95°

Double Tier Lockers may be located on traffic islands where sufficient space in front of the doors allow safe access.

Shown in this picture is a Double Tier Locker layout with View Through Doors.

Double Tier Lockers may be used for high density parking in limited footprint areas with high ceilings.

Single or Multiple lockers may be located in unused areas where sufficient space allows safe access.

Shown in this picture is one M10 Locker layout with (1) Starter and (4) Adders.

Shown in this picture is one M8 Locker layout with (1) Starter and (3) Adders.
Lockers should have sufficient access areas for both Pedestrian and Bicycle traffic.

NOTE: The Locker may also be located flush fit to a wall.

Lockers may be mounted on Concrete, or on Asphalt, Flagstone Brick or Pavers with additional base plate.

Single Side Access Lockers may be located in corner areas and along walls or fences.
Elevate the pad 6" and blend a 1ft wide apron to the existing grade level allowing for surface runoff.

The Anchor Points must be held to dimension.

NOTE: The units may also be assembled onto optional C-Strut or Square Strut rails.

The Double Tier Lockers have **HIGH DENSITY PARKING** for the same Locker footprint.
Unusually long banks of Lockers are not typically recommended. For parking lots

Accessory boxes along the Access Lane must allow enough room for locker doors.
**Site Preparation**

Reference *ProPark* Installation and Assembly Manual (CS #4.9.002) for recommended assembly steps.

**THE SITE PREPARATION IS THE RESPONSIBILITY OF THE PURCHASER.**

Please consult local building codes for pad installation. The mount surface must be cured sufficiently to allow the anchors to be installed. The work area must be clear and dry.

- The Top Panel has a crown and cannot be used to level the Locker.
- The locker shall be anchored on a (reasonably) flat & level surface.
- The locker may be leveled and fastened during assembly.
- The **MAXIMUM** off-level slope allowed is 1°. The door may not open completely if the slope is too great.
- If the slope is too great and the door does not open, the Locker must be raised off the pad using all four leveling plates or additional spacers.

*CycleSafe assumes no responsibility for site work that is installed by the Customer NOT in accordance with this Site Preparation Manual and local building codes.*
**Site Preparation**

**Single 2-Door Installation**

Lay out the anchor bolt pattern using a chalk line. Be sure to square the dimensions using the diagonal as reference.

**Additional 2-Door Installation**

THE 38” DIMENSION IS CRITICAL AND MUST BE HELD.

Start the Locker row assembly at the highest level of the grade and work downhill.

Determine the Severity of the Slope. On future steps it may be preferred to assemble the units first, before installing the leveling plates.

If possible, position the lockers with the slope going from side to side rather than from front door to back door, especially when installing a long bank of lockers.
Site Preparation

Mounting to Asphalt is NOT RECOMMENDED. Lockers may be mounted to rails or other alternate mounting methods. A concrete pier with mounting studs may be poured. The pier can be set to grade or covered with the asphalt. The studs must protrude at least 1" above the grade.

The MAXIMUM off-level slope allowed is 1°. The door may not open completely if the slope is too great.

Position the Lockers starting at the highest point of the grade. The Lockers may be raised to allow for the pad slope when anchoring.

The Concrete base pad should be 4" [101mm] minimum thickness. The Expansion Joint should not fall where the Leveling Plate anchors.

Install Asphalt and other base materials according to local building codes. The Locker will not anchor to these surfaces.

Concrete piers may be poured with 5/16-18 threaded rod for anchors. Consult local building codes for concrete specification & pier sizes.

Recommended: Elevate the concrete pad 6" and blend a 1-ft wide apron to the grade for surface water drainage.
**Alternate Mounting**

When mounting on existing pads, or where concrete is not available, the Lockers may be mounted to Galvanized C-Strut or Strut tubing. This method may also be used where semi-permanent or temporary locations are desired.

The Lockers may be mounted to the Strut and leveled after locating on the pad. The Strut does not have to be anchored to the pad.

Note that the Locker System may be mounted to different base pads and alternate methods of locating and anchoring the Lockers used. Be sure the site is clean and ready for construction. The Concrete or Asphalt pad must be fully cured.

The strut may be pre-assembled with the Leveling Plate (included in the Locker package) before locating the Locker assembly.

The Lockers may rest on the improved surface, or may be permanently mounting using a poured concrete pier and threaded rod anchor.
PRODUCT WARRANTY

ProPark® Bicycle Locker System

Product durability and extended product life are the hallmarks of our bike parking products. CYCLE SAFE, INC. is confident that your complete satisfaction will be met with our products and customer service, as we stand by our engineered quality and durable manufacturing with a reputation that has withstood the test of time.

CYCLE SAFE, INC. warrants that all of its Propark bicycle locker products are guaranteed against defective material or poor workmanship for a period of 5 years from date of receipt of goods, original invoice must be submitted with warranty claim. This warranty excludes the Abloy Executive Locking Cylinder, which is covered under the Abloy lock warranty for a period of two years. CYCLE SAFE, Inc.’s liability under this warranty shall be discharged by furnishing without charge FOB Holland, MI any goods or part thereof, which shall appear to the company upon inspection to be of defective material or not of good workmanship, provided that claim shall be made in writing to the company within 30 days after receipt of product or warranty claim. Where claims for defects are made, the defective part or parts shall be photographed, submitted and delivered to the company, prepaid, at Holland, MI for inspection. CYCLE SAFE, INC. shall not be liable for the cost of repairs, alterations, or replacements, or for any expense connected therewith made by the owner or his agents, except upon written authority from the CYCLE SAFE, INC., Grand Rapids office.

These warranties do not cover normal wear and tear such as scratched, nicks or dents or damage caused by negligence from lack of maintenance or improper installation. Damage due to accidents, vandalism or defects caused by products that are tampered with, altered, modified or repaired are not covered by this warranty.

This warranty stated above is only valid if product is installed according to layout and installation instructions supplied by CYCLE SAFE, Inc. Any damage in shipping must be made at the time of receipt of product and is the responsibility of the customer to sign the bill of lading to carrier that the shipment is in good condition upon arrival. Once a shipment leaves our warehouse, we are no longer responsible for damage loss of shortage of materials during shipment.

ALL WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXCLUDED. CYCLE SAFE, INC. shall not be liable for indirect, incidental or consequential damages or lost profits during and after the warranty period. Buyer agrees to indemnify CYCLE SAFE, INC. from any loss due to theft of locker contents, any other use, misuse, or any failure to provide a locker renter/user an agreement informing renter/user that access is at his or her own risk. CYCLE SAFE, INC. makes no warrantee for site work, pads or assembly and alignments of components at locker installation performed by buyer or his agents.
Quality Mission Statement

CycleSafe, Inc. is dedicated to providing 100% on time delivery of a product that will leave the customer not just satisfied, but delighted.

We use a quality model that is patterned after the Automotive Industry Action Group (AIAG) that provides for Continuous Improvement, Defect Prevention, and the Reduction of Waste in the supply chain. Simply stated, this means that we not only closely document our processes, but also strive to reveal where improvements may be made throughout the way we conduct our business, including our supplier network.

CycleSafe is also dedicated to providing an extended life product using environmentally sustainable manufacturing practices that meet or exceed ISO 14000 environmental standards.

Buy America Statement

CycleSafe, Inc. is dedicated to supporting the Buy American Act by purchasing and specifying U.S. made components on all of our parking products.

Our parking products (Bicycle Lockers, Bike Shelters and Racks) meet the definition of American made products as a domestic-made product being manufactured in the United States and meets the standards and conformance to Buy American.

All of our raw materials including steel components are sourced in the Midwestern region of the United States and are processed and finished in the state of Michigan.
ORDER ACCEPTANCE: All orders must be in writing and are subject to acceptance by Cycle Safe, Inc. No verbal orders accepted.

PRICES: Prices are FOB distribution center in U.S. dollars. Prices are subject to change without notice. Shipments are made at prices prevailing at the time of the shipment. All taxes outside of Michigan are buyers’ responsibility.

TERMS: All orders require prepayment unless credit terms approved. Service charge is 2% per month on all invoices after 30 days. Failure to abide by payment terms will result in legal action. Cycle Safe, Inc. honors Master Card and VISA. Cycle Safe, Inc. reserves the right to change terms if necessary.

PURCHASE ORDER TERMS: All terms and conditions of any purchase order, or other writing, issued by the buyer which are inconsistent with, additional to, or different from the terms and conditions set forth here, are null and void.

FUTURE DATED ORDERS: Future dated orders will be accepted only on the basis that we will bill materials at prevailing prices on the date shipment leaves our factory, unless cash accompanies the order, in which case we shall store complete shipment in our warehouse until notified to release same. A nominal warehouse storage fee would be negotiated.

CANCELLATION: Cancellation of orders will not be accepted without prior written authorization. Cancellations are subject to a purchase charge depending on costs incurred by Cycle Safe, Inc. at time of cancellation. Special custom orders cannot be cancelled.

RETURNS: Returned product will not be accepted without prior written authorization. A return of standard product is subject to a 30% restocking charge. Returned product must be received in the same condition as originally shipped and must be shipped with freight charges prepaid by buyer. Customer is responsible for cost of any repairs or parts needed to return order to “like new” condition. Special custom product cannot be returned.

FREIGHT: Charges are determined by common carrier and can be added to the invoice if desired. Shipment is made in the way considered best by Cycle Safe, unless other arrangements are made. Shipping weights are approximate.

INCOMPLETE SHIPMENT: If impossible to ship orders complete in one shipment, the right is reserved to make several shipments until order is complete, unless otherwise stated on the order.

DELAYS IN TRANSIT: We are not responsible for delays in transit and our terms are not affected by such delays.

SHIPMENT RECEIVED IN DAMAGED CONDITION: If shipment is damaged in transit and so received or arrives incomplete, buyer is responsible for securing the proper notation of such damage or shortage from delivery agent and filing freight claim. Freight Terms FOB ship point, Cycle Safe will assist buyer reporting claim.

SPECIFICATIONS: Cycle Safe Inc. reserves the right to discontinue or change the design and specification of units, and to ship the revised product without notice when such changes have been made.

ERECTION and LIABILITY: All equipment is shipped knocked down (K.D.) ready for assembly. The company will erect no equipment unless special arrangements are made at the time this order is signed, and then only with the approval of the Home Office. Cycle Safe, Inc. assumes no responsibility for equipment assembled or installed by the customer, not in accordance with the manufacturer’s installation instruction Manual and typical concrete pad foundation drawing included with the equipment purchases and customer agrees to hold Cycle Safe, Inc. free of any liability for any foundation, assembly or installation by the customer not in accordance with manufacturer’s Installation Manual. The customer agrees to hold Cycle Safe, Inc. free of all liability for improper maintenance and repair of equipment by owner or customer.

TITLE: Title transfers per freight terms FOB ship point. All sales are deemed to have been made in Michigan and governed by the laws of the State of Michigan.

DIRECTIONS FOR USE: Due to the potential misuse of the goods sold under this agreement, it is agreed that these products must be installed as manufactured.

ERRORS AND CORRECTIONS: Errors in construction and design on the part of Cycle Safe Inc. must be reported immediately. Cycle Safe Inc. must be given sufficient time to inspect the product and correct any problem before the products are corrected or installed at the project site. Charge backs will not be accepted for products that are corrected without allowing Cycle Safe Inc. the opportunity to make the corrections itself or without specific written approval.

DISCLAIMER OF WARRANTIES: There are no warranties expressed or implied including, without limitation, warranties of merchantability or fitness for a particular purpose by Cycle Safe, Inc. Any description of the goods contained in this agreement is for the sole purpose of identifying the goods, is not part of the basis of the bargain and does not constitute a warranty that the goods shall conform to that description. No affirmation of fact or promise made by the seller, whether or not in this agreement, shall constitute a warranty that the goods will conform to the affirmation or promise. Buyer affirms that he has not relied upon Seller’s skill or judgment to select or furnish goods for any particular purpose, and this sale is made without any warranty by seller that the goods are suitable for any particular purpose.

CONSEQUENTIAL DAMAGES: In no event shall the company be liable for special, incidental, consequential or punitive damages, including without limitation damage to other property caused by any defect in this product. Inconvenience, loss of good will, lost profits or revenue, loss of use of this product, cost of substitute products or modifications, downtime costs, other equipment costs or claims of any party dealing with purchaser for such damages, resulting from the use of this product or any other legal theory.

AUTHORITY OF SELLER’S AGENTS: No agent, employee or representative of the Seller has any authority to bind the Seller to any affirmation, representation or warranty concerning the goods sold under this agreement, and unless an affirmation, representation or warranty made by an agent, employee or representative is specifically included within this written agreement, it has not formed a part of the basis of this bargain and shall not in any way be enforceable.

WAIVER: No claim or right arising out of a breach of this contract can be discharged in whole or in part by a waiver or renunciation of the claim or right unless the waiver or renunciation is supported by consideration and is in writing signed by the aggrieved party.

APPLICABLE LAW: This agreement shall be governed by Michigan Law and the Uniform Commercial Code. Wherever the term “Uniform Commercial Code” is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Michigan as effective and in force on the date of this agreement.

DISPUTE LOCATION: Any suit under this contract shall be in the Circuit Court of Kent County, Michigan.
## CycleSafe {ProPark} Series Bicycle Locker {Measurements}

<table>
<thead>
<tr>
<th>Part #</th>
<th>Model &amp; Option Description</th>
<th>[Examples]</th>
<th>Part #</th>
<th>Model Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SM-S01</td>
<td>Standard Model + (1) Door = (1-2) Bike Capacity</td>
<td></td>
<td>SM</td>
<td>Standard</td>
<td>No Windows</td>
</tr>
<tr>
<td>SM-M02</td>
<td>Standard Model + (2) Doors = (2) Bike Capacity</td>
<td></td>
<td>DV</td>
<td>Door-View</td>
<td>Windows in Doors &quot;Only&quot;</td>
</tr>
<tr>
<td>DV-M02</td>
<td>Door-View + (2) Door Access = (2) Bike Capacity</td>
<td></td>
<td>SV</td>
<td>Side-View</td>
<td>Windows in Sides &quot;Only&quot;</td>
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<tr>
<td>SV-M04</td>
<td>Side-View + (4) Door Access = (4) Bike Capacity</td>
<td></td>
<td>VT</td>
<td>View-Thru</td>
<td>Windows in Doors &amp; Sides</td>
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<td>VT-M06</td>
<td>View-Thru + (6) Door Access = (6) Bike Capacity</td>
<td></td>
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<td>Double-Tier</td>
<td>Stacked Lockers &amp; Spacers</td>
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M02 Locker Dims are 50-1/2" OAH x 42" OAW x 77-5/8" OAL

<table>
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<th>Part Number</th>
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