

Bicycle Access Rules & Regulations

1633 Broadway

- ❖ Bicycles must be registered in advance with the building. If the bike is not registered with the building, access will be denied.
- ❖ All bicycles must be brought into and out of the building via the designated building access point – the loading dock located on 51st Street.
- ❖ When entering and exiting the building, all authorized bicycles must be brought directly from the designated building entrance to the building's freight elevator.
- ❖ The freight elevators are available from 8:00am to 6:00pm, Monday through Friday, excluding all building holidays. After hours/overtime freight is available, but cannot be guaranteed. Standard overtime security and freight elevator rates will be applied for any overtime usage.
- ❖ Freight elevator usage is on a first-come, first-serve basis.
- ❖ As the building's lobby security system is being bypassed, a valid building identification card must be presented to the loading dock security guard on duty before access to the building will be permitted.
- ❖ **At no time can the passenger elevators be used for bicycle access.**
- ❖ Any tenant employee observed, either by building employees or by security video surveillance, bringing a bike into a passenger elevator or causing damage of any kind to building property including, but not limited to building corridors, carpeting, walls and/or floors, will be held accountable to make restitution for said damage. The Tenant shall reimburse Landlord via Tenant Work Order System.
- ❖ All bicycles must be brought directly into the tenant's premises. Bicycles are not permitted to be left anywhere outside of the tenant's demised premises. This includes, but is not limited to building corridors, building stairways and building freight elevator lobbies. This pertains to tenants that share a floor with other tenants and for tenants who occupy entire floors in the building.
- ❖ Bicycles stored within the tenant space must comply with all existing NYC Department of Buildings and Fire Department of NY codes, rules and regulations. Bicycles may not block egress or ingress in any way.