



The garage key is stored in a key safe on the back wall of the house, you will get the pin code on the ride ticket.

1. Open the key-safe using the pin-code provided (on your ride ticket)
2. The key to the front door of the garage is in the safe – use this to unlock the door.
3. Open the right-hand door and unlock and open the left-hand door.
4. The rickshaw should be left with the charging cable connected.
5. Ensure that there is no light (green or red) showing on the battery charger.
6. If there is a light showing (green or red) turn off the power by pressing the on/off button on the left-hand side of the large plug (white)
7. If you need to turn off the battery, please note it will take a few seconds for the light on the charger to extinguish.
8. Disconnect the magnetic charger connector from the battery and leave on one side.
9. Take the rickshaw out of the garage.
10. You may need to check the rickshaw visually for any damage.
11. Test the brakes by operating and trying to move the rickshaw.
12. Check the tyre pressures and if necessary, top up using the pump in the left-hand pannier.
13. DO NOT RIDE THE RICKSHAW IF YOU THINK IT IS NOT SAFE TO DO SO.
14. As a pilot you are responsible for the rickshaw and the passengers. If you are not happy about the state of the rickshaw you must cancel the ride by calling the contact shown on your ticket. Please let admin know if you have cancelled a ride.
15. Close and lock the garage doors and return the key to the key safe.
16. On your return, retrieve key from the key safe and put rickshaw back in position and reconnect the charger cable and turn on charger unless you have been asked not to do so on your ride ticket.
17. Check that the charging light has turned red.