As a rider, it is your responsibility to load your bike.

1. **Before stepping in front of the bus** approach the passenger door from the curb and alert the driver that you will be using the bike rack.

2. If the rack is up (in the stowed position), squeeze the handle at top center and lower the rack.

3. Lift your bike and place both tires inside the wheel trays. The front tire should face the black rubberized support arm. **Always load bikes into the inner rack position (closer to the bus) first. The outer rack position should be reserved for a second bike.**

4. Extend the black rubberized support arm, raise it over your front wheel, and then lower it (releasing the tension) to secure your bike. You can give your bike a quick shake to make sure that it’s held tight.

5. Board the bus and enjoy your ride!
As a rider, it is **your** responsibility to unload your bike.

### 1. Before exiting the bus
- Remind the driver that you need to unload your bike.

### 2. Extend the black rubberized support arm and lower it back over your wheel.

### 3. Lift your bike off of the rack.

### 4. If the rack is now empty, squeeze the handle and raise the rack to its stored position.
- **Give the rack a shake to ensure that it has locked into place.**

### 5. Wave to the driver to let them know that you are done and clear of the bus!