# Air

[ ]  Tires OK - no major cuts in sidewall and tread is ok

[ ]  Wheels true or might be easily trued

[ ]  All spokes in good condition - leave unchecked if spokes need replacement

[ ]  Tires hold air – leave unchecked if tube may need replacement

[ ]  Wheel bearings roll smoothly – leave unchecked if hubs need adjustment.

# Brakes

[ ]  All components present – see notes

[ ]  Cables and housing OK

[ ]  Brake Pads OK

[ ]  Brakes have been adjusted

# Chain

[ ]  All drivetrain components present and functional– see notes

[ ]  Shifters are functional - if present

[ ]  Cables and housing OK

[ ]  Derailleurs are aligned and working

[ ]  Bottom Bracket OK

[ ]  Crank Bolts are tight

[ ]  Pedals OK

[ ]  Shifting has been adjusted

[ ]  Chain is in good condition – leave unchecked if replacement is needed

[ ]  Gears are in good condition

# Frame

[ ]  Frame is in good condition, no cracks, dents or damage

# Other

[ ]  Headset is functional

[ ]  Grips are OK

[ ]  Seat Post fits frame and moves as intended

[ ]  Seat is OK

[ ]  Handlebar stem is tight enough

# notes:

Needed Parts Estimated Cost

|  |  |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Estimated Cost to Repair later including labor |  |

Estimated Value of Bike \_\_\_\_\_\_

- Estimated cost of repair: \_\_\_\_\_\_

= Estimated value of Tax Deduction \_\_\_\_\_\_

**Organizational Tax-ID #:**

Organizational Name and Address

*Allow donor to photograph this form when completed*

*as their donation receipt.*