



POLICY MANUAL

Daily Operations - Reports

Bicycle Licensing

Revised: 05-04-98

Code: 1 – 12 – 5

Book Chapter Subject

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5.0 Purpose: Set Policy And Procedures For Licensing Bicycles.

5.01 Scope: All Shift Assigned Personnel.

5.02 **POLICY**

In accordance with the State of California Motor Vehicle Code regarding registration and licensing of bicycles.

5.03 **BICYCLES**

Any device upon which a person may ride, which is propelled by human power through a system of belts, chains or gears having either two or three wheels (one of which is at least 20 inches in diameter, in tandem or tricycle arrangement) or having a frame size of at least 14 inches.

5.04 **LICENSING COMPONENTS**

Bicycle License - The blue and silver sticker bearing seven 3/8" numbers. This number is permanently assigned like an automobile license plate number.

Renewal Sticker - The sticker that indicates the expiration date. The renewal sticker is good only until the stated expiration date, then must be renewed.

Registration Form - The form that must be completed upon initial issuance of a license, renewal or transfer of ownership. (Reg. 193, Rev. 2-79.)

5.05 **FEES**

Initial issue of a license and renewal: The fee shall be \$3.00. (Regardless of the amount of time left on the sticker.)

Renewal sticker only: The fee shall be \$3.00.

Transfer of Ownership: The fee shall be \$1.00.

Checks must be made payable to "City of Clovis."



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5.06 SERIAL NUMBER

The permanently stamped or cast number placed in the bicycle frame by the bicycle manufacturer. The numbers must be at least 1/8" high and placed in the head of the frame, either side of the seat tube, the toe plate or the bottom sprocket (crank) housing.

NOTE: In accordance with guidelines issued by the State of California governing the licensing of bicycles, the Clovis Fire Department is authorized to issue licenses only to the citizens of Clovis. Occasionally someone within the County area served by a Clovis mailing address comes in to one of the stations and wants to register their bicycle. We cannot by law register those bikes. Extreme care should be taken to ensure that the addresses of citizens registering bicycles are located within the City boundaries.

5.07 REFLECTORIZED EQUIPMENT

No bicycle shall be issued a license, renewal or transfer or ownership unless it meets the State requirement for reflectORIZED safety equipment.

Requirements:

1. Bicycle shall be equipped with a white or yellow reflector on each pedal visible from the front and rear of the bicycle.
2. Bicycle shall be equipped with a white or yellow reflector on each side forward of the center of the bicycle.
3. Bicycle shall be equipped with a white or red reflector on each side to the rear of the center of the bicycle.
4. Bicycle shall be equipped with a red reflector on the rear of the bicycle.

Exceptions to 2. and 3. above: Bicycles equipped with reflectORIZED tires on the front and rear need not be equipped with side reflectors.



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5.08 MISCELLANEOUS EQUIPMENT REQUIREMENTS

- a. No person shall operate a bicycle on a roadway unless it is equipped with a brake.
- b. No person shall operate on the roadway any bicycle equipped with handlebars so raised that the operator must elevate his hands above the level of his shoulders in order to grasp the normal steering grip area.
- c. Every bicycle operated upon any highway during darkness shall be equipped with a lamp emitting a white light which, while the bicycle is in motion, illuminates the highway in front of the cyclist and is visible from a distance of 300 feet in front and from the sides of the bicycle.

5.09 BICYCLES WITHOUT SERIAL NUMBERS

Bicycles meeting all requirements for licensing that do not bear a serial number shall be permanently stamped in one of the approved locations with the license number. This number then becomes the serial number for the bicycle also.

5.10 EXAMPLES

- (1) License and Renewal * Include name of person filling out the form.

TYPE OR PRINT LEGIBLY—PRESS DOWN HARD CHECK LAST COPY FOR PENETRATION

Serial No. M7S5706		Owner (Print Last Name First) Doe, John		License No. 9876643	
Address (Number and Street) 123 Main Street					
AGENCY					
City Clovis		ZIP Code 93612		City of Clovis	
Home Phone 299-0000		School Jefferson			
Bicycle Mfg. Schwinr.		Model Ranger		Type Boys	
Color Red					
Wheel Size 21"	Frame Size 27"	Date Issued 3/9/81	Date Expires 12/31/83	Fee Paid \$3.00	
TRANSFER OF OWNERSHIP					
New Owner's Name _____ Phone _____					
Address _____					
Seller's Signature _____ Date _____					
MISCELLANEOUS INFORMATION					
Renewal Sticker #963150					
Reg. 193 (Rev. 5/88) * F/F Bill Brown					

CALIFORNIA BICYCLE LICENSE APPLICATION (CVC 99001)



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5.10 EXAMPLES (Cont.)

(2) Transfer of Ownership

* Include name of person filling out the form.

TYPE OR PRINT LEGIBLY—PRESS DOWN HARD
CHECK LAST COPY FOR PENETRATION

Serial No. M755706		Owner (Print Last Name First) Doe, John		License No. 987643	
Address (Number and Street) 123 Main Street				AGENCY	
City Clovis		ZIP Code 93612		City of Clovis	
Home Phone 299-0000		School Weldon			
Bicycle Mfr. Schwinn		Model Ranger		Type Boys	
				Color Red	
Wheel Size 21"	Frame Size 27"	Date Issued 3/9/81	Date Expires 12/31/83	Fee Paid \$3.00	
TRANSFER OF OWNERSHIP					
New Owner's Name Doe, John		Phone 297-8843			
Address 123 Main Street, Clovis, CA 93612					
Seller's Signature <i>Pete Martin</i>		or Pete Martin		Date 9/12/81	
MISCELLANEOUS INFORMATION					
Renewal Sticker #963150				* F/F Bill Brown	

CALIFORNIA
BICYCLE LICENSE APPLICATION
(CVC 39001)

NOTE: Seller does not need to sign bicycle license application form if new owner has some proof of ownership transfer such as a signed bill of sale. When bill of sale is presented, seller's name should be printed on the line for seller's signature.