

The purpose of this guide is to aid Harvard community members in successfully registering their bicycle or other mobility device with 529 Garage. 529 Garage's bicycle registration program helps to prevent bike theft and aids in property recovery. To learn more, visit the [529 Garage website](#).



To ensure successful registration, please follow each instruction below. *Do not skip any steps.*

1. Download the '529 Garage' Application from the Apple or Android Store

2. Create an Account using a personal email address.

- Configure notifications; consider keeping notifications on for the whole app.
 - Click the 3 bars on the upper left-hand corner after completing registration.
 - Go to "Your Settings" near the bottom.
 - Scroll down, uncheck "Receive recovered bike notifications" and check "Receive stolen bike notifications" and "use current location for alerts".
 - Allowing stolen bike notifications helps the crowdsourcing feature search for stolen bikes.
 - Save your settings.

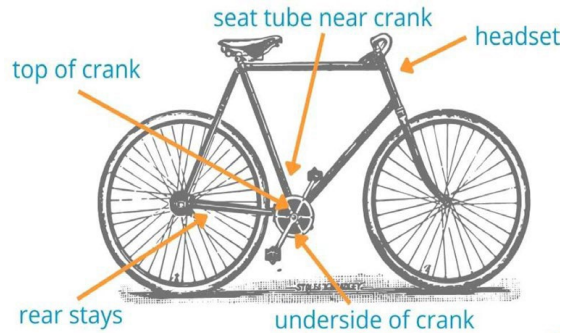
3. Register a bike, or mobility device, by selecting: 'Add a Bike'

- **Bike Nickname:** call your bike anything you'd like
- **Manufacturer & Model:** the manufacturer label is often the big, brand text on the frame. The model label is typically found near the manufacturer label— it can be a combination of words and numbers.



- Bike Type:
 - Hybrid: Most common type of bike
 - Mountain: Massive front wheel and large suspension
 - Road bike: Skinny wheels, dropped handlebars that bend down and around
- Frame color: dominant bike color
- Accent color: secondary bike color

4. Serial Number: Frequently located on the underside of your bike



- Take a clear picture of the serial number

5. Shield: The 529 Sticker

- [Select this link to purchase the 529 Sticker on Amazon](#)
- After placing the shield on your bike, use your phone camera and select the QR Code (📷). The QR Code will automatically enter the Shield code.

6. Receipt: Add the price of your bike and a photo of the receipt. If the receipt is unavailable, provide an estimate of the price

7. Add a Photo of Your Bike

8. Add a Photo of Unique Bike Characteristics

- Stickers, Accessories, Dents, etc.

9. Add a Photo of You and Your Bike

10. Add Registration to: 'My Account'

11. Add Bike to the Harvard University Garage (***Important!***)

- This association connects your bike with Harvard University and allows much faster recovery if your bike is lost/stolen.
- Go to: [Settings](#) > [Privacy and Permissions](#) > [Share my contact information with the following organizations](#): Scroll to “[Harvard University](#)” and choose the type of access.

This step is required to gain access to Harvard University bike cages

Privacy and permissions ⋮

Our **privacy policy** outlines how we use the data you add to your account. We carefully limit access to your contact information, but you have the option to grant additional permissions to organizations that we partner with. By granting permissions to these organizations, they may be able to contact you directly even if your bike has not been reported missing. We do not sell your contact information to 3rd parties.

Sharing your contact information

You can optionally share your contact information with our partner organizations. In most cases, you would only be contacted by the organization if there is a question about your bike registration or alert, or if your bike was found. This can help you get your bike back more quickly if it is found and you haven't yet reported it missing. You can also optionally allow these organizations to send you cycling related promotional emails, such as information on upcoming rides, sales, etc.

Some organizations may request additional information to help with managing your bike registration, such as your unit or mailbox number, ID number, etc.

Share my contact information with the following organizations

Harvard University	Don't allow cycling-related emails (giveaways, events and safety information) ▼	Remove
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Add a partner organization

▼