



Key Return Form

FULL NAME : _____

EMAIL : _____

PHONE : _____

ADDRESS : _____

BIKEHANGAR NUMBER : _____

LOCATION : _____

NUMBER OF KEYS YOU ARE RETURNING :

☐

1

☐

2

I WANT TO : ☐ CANCEL MY SUBSCRIPTION

☐ TRANSFER TO ANOTHER BIKEHANGAR/BIKELOCKER

☐ OTHER : _____

Returning your key(s)

Return your rental key(s) in a jiffy bag (to ensure the keys do not fall out of a flimsy envelope) and include this return form.

to;

Rentals Manager, Cyclehoop Ltd
Unit 1, Burnham Way
Kangley Bridge Road
London
SE26 5AG
United Kingdom

Once your keys are safely received and processed, we will cancel your subscription and refund your key deposit. Please note, Cyclehoop is not responsible for keys that have been lost in the post. To ensure your keys arrive safely to us, we recommend posting them by recorded delivery.

Key deposits (if applicable to your subscription) are processed using the original payment transaction details. Therefore, refunds issued to an expired or replaced card will still credit the original account. If you have closed the account used for your initial payment, please advise us of this on your key return form.