



Bike Request Voucher

17B Airport Road,
Nashua, NH 03063

603 759-9056
gatecitybikecoop@gmail.com



For information and appointments
gatecitybikecoop.org/get-a-bike

One voucher per adult.

A separate voucher can cover multiple children.

Sponsor Information

Date: _____

Sponsoring Organization

- ☐ NSK ☐ PAL ☐ Front Door
☐ Harbor Care ☐ GNMH
☐ Gateways ☐ Process ☐ Bridges
☐ Family Promise ☐ Rescue Mission
☐ Revive ☐ United Way ☐ NRPC

Other Organization: _____

Sponsoring Person

Last Name: _____

First Name: _____

Phone: _____

Email: _____

☐ Add Me to GCBC's Sponsors Email List

**See other side for information about filling out
vouchers and helping your clients arrange to
pick up their bikes.**

GCBC Admin Use Only

Client Information

☐ Adult ☐ Teens/Children (**list ages**)

Last Name: _____

First Name(s): _____

Phone: _____

Email Address: _____

Address: _____

City: _____

Will This Bike Be Your Only Vehicle?

☐ Yes ☐ No

*Bikes and accessories are all subject to availability. We
offer free locks, lights, and helmets with all bicycles, when
possible.*

Statement of Responsibility

*I understand that Gate City Bike Co-op will help me with
my bike, but all responsibility for maintenance and safe
operation remains with me. Initials: _____*

**See other side for information about picking
up your bike. Bring this voucher with you when
you come to get your bike.**

Voucher revision: September 2026

Info for Voucher Sponsors

Fill out **one voucher per adult**. Multiple children can be on one voucher, but it should be a separate voucher from adults, and it must list all children's names and ages. **Have your client (or parent/guardian) initial the statement of responsibilities.**

Instruct clients to bring the voucher with them. You may also email the m to us as insurance against loss, but searching our email and printing vouchers is very time-consuming for us. Include the client name in the subject line if you email it

Our **regular bike distributions are on Monday afternoons**. Check our website for our specific hours, as they occasionally change. We are closed on holidays. If a client cannot possibly come to our shop to pick up a bike on a Monday, or if there are other issues that our volunteers need to make special accommodations for, please email us on behalf of your client.

Instructions for Picking Up Bikes

The client listed on the voucher must pick up the bike personally, and they should bring the voucher with them. Parents or guardians cannot pick up bikes for kids. Case managers cannot pick up bikes for clients.

See our website for information about our two options for picking up bikes. www.gatecitybikecoop.org/get-a-bike

- **Make an Appointment:** Make your appointment online. It will usually be for several weeks in advance. Instructions and a link to our scheduling app are at www.gatecitybikecoop.org/make-an-appointment
- **Come as a Walk-In:** This is first-come/first-served, and it is limited to the first five people who check in with our staff on a Monday. Check our website for our opening time, as it sometimes changes. **People with appointments have priority.** We will not have your information in advance, so we may not have a bike in your size.

Standard appointments and walk-ins are on Monday afternoons. Check our website for exact hours. We are closed on Monday holidays. Ask your voucher sponsor to email us if there is a reason that you cannot possibly make it to our shop on a Monday.

Children cannot come as walk-ins. They must have appointments. A single appointment can cover multiple children. We may reach out to reschedule children for a less busy time so we can give them undivided attention. In some cases, we will need to fit a child to a bike at their appointment and then have them come back to pick up the bike a few days later. This can cause some short-term disappointment, so *please prepare them for this possibility.*

Directions To Our Shop



We are at 17B Airport Road. Look for the Law trucking company. We are across the street and **around the back**.

The #2 Nashua Transit bus stops at the Amherst Street Market Basket (Somerset Plaza), which is close to us. You have to cross Amherst Street at the light to get to us.

Driving westbound from Exit 7 or downtown Nashua, take the right jughandle turn between Five Guys and the 7-Eleven and go straight across Amherst Street onto Airport Road.

Driving eastbound from Exit 8 or from Milford, Amherst, etc., pass the Market Basket and take the right turn onto Airport Road between Chipotle and Cava. *Note: Some GPS navigators give incorrect directions from this direction.*

Contacting Us

We are an all-volunteer organization. We are frequently not able to respond to phone calls in a timely manner. Email is the best way to reach us. Our email address is gatecitybikecoop@gmail.com.