



2020 Leader Application

Dear Prospective Leader,

Thank you for your interest in leading a Bike & Build tour. The Trip Leader position will be one of the most rewarding experiences of your young career and will challenge you on both personal and professional levels.

What are we looking for, you ask? EVERYTHING. Bike & Build riders are a diverse and variant bunch and, accordingly, so are our leaders. On the most basic of levels, the best applicants are those that are confident in their management skills - relative to time, logistics, emotions, etc - and can handle being consistently tested personally and professionally. In addition to meeting the demands of a cross-country trip, you will be responsible for supporting and managing a group of thirty-two peers with three other leaders. Successful applicants will be able to undertake multiple tasks at once; manage their time and meet stated deadlines; be detail-oriented and meticulous about planning logistics and managing information and resources; communicate well with and relate to peers while maintaining authority and professionalism; and manage your own emotions and be compassionate, patient and aware of the variant emotions and perspectives of your group.

If selected, you will be hired as a part of a leader team designed to balance and support each other. That said, we do not hire roles - there is no "Mom", or "Mechanic", or "Enforcer". This position demands each leader be all those things and more at different times before and during the summer and applicants should be prepared for the demands of that dynamism. Once the summer begins, this is truly a 24/7 job and while the office is always available for support and guidance, your leader experience is yours to develop and grow.

This application is also for alumni applying to lead our Drift trips. While the pre-trip tasks and expectations align with those of the cross country trips, there are a few differences between the programs. When applicable, these differences are noted with an asterisk and are further addressed in footnote format below each page.

Please review the below job description and application. If you have any questions regarding the Trip Leader position or application process, please contact us at (267)-331-8488 or applications@bikeandbuild.org.

Best regards,

Erik Wright
Program Director

Casey Eisenreich
Director of Development

Lily Goldberg
Director of Outreach and
Alumni Relations



Leader Application Job Description

Summary:

Trip Leaders work within a team to plan, produce, execute, and lead a Bike & Build trip. Teams consist of four Trip Leaders and will be instructed and supported by Bike & Build's central office. For a comprehensive description please review the "Bike & Build Leader Responsibilities" document. We are sure you read this before starting this application, right?

Age requirements: *1

Trip Leader positions are open to individuals between the ages of 18 and 29 as of May 1st, 2019, though those selected tend to be over the age of 21.

Deadline to Apply:

We will evaluate candidates on a rolling basis, so as soon as you submit your application we can begin the review process. The absolute latest you can submit your leader application for the 2019 season is **September 30th at 11:59 PM EST.** **However, those who complete and submit their application early will be given preference.** It is way easier for us to get to know candidates when interviews aren't stacked on top of each other, so if you submit your application early you are giving yourself a considerable advantage. Waiting to complete an application right before the deadline tells us a bit about how you operate...and we aren't big fans of procrastinating.

How the hiring process works:

Successful candidates will undergo 3 rounds of phone interviews: the first with one B&B Program Director, the second with an alumni leader, and the third with two Bike & Build staff members. Cuts are made after each round.

Hot tip: Consider responding to our emails and voicemails your first test. Forget you were scheduled for a phone interview? Don't answer us for two weeks? Yeah, that doesn't look so good.

Compensation: *2

Leaders earn a performance based stipend of \$2,500, broken down into four equal sections (two paid before the trip and two after the trip). Each quarter will be paid when assigned tasks are completed. These deadlines will be clearly communicated to each leader well in advance. If you are eligible to receive college course credit through your commitment as a Trip Leader, Bike & Build will work with you and the appropriate office at your school to make the necessary arrangements.

Trip Leaders are required to fulfill the same fundraising requirements as all members of Bike & Build tours. Leaders' stipends may not be pledged to their fundraising total.

Term:

Trip Leaders will begin to work upon acceptance of the position. Leaders will be seasonally terminated the following fall after their trip has ended and they have completed their debrief calls, evaluations, and other final trip wrap ups (this will be explained in more detail in the leader contract).

***Drift applicants**

1. Age requirements: Leader applicants do not have an age restriction
2. Compensation: Drift leaders are awarded a stipend of \$1000 broken down into two equal sections - one before the trip and one after successful completion of the trip and trip duties



Leader Application Job Description Continued

Trip Leader Duties Include:

- Participant recruitment and general rider support
- Work with other leaders to foster communication and efficiency
- Support participant fundraising efforts by generating fundraising strategies and enforcing fundraising deadlines
- Initiate, maintain, and grow Bike & Build's relationship with hosts and affordable housing organizations to plan overnights stays and construction opportunities
- Emotional management of your team
- Protect the health and safety of Bike & Build participants by enforcing Bike & Build's bike safety rules
- Budget and track trip spending
- Create cue sheets
- Drive the support vehicle on a rotational basis during; drive the van back to Philadelphia at the conclusion of the trip (2 leaders needed for this)
- Be the personal contact for 8 to 10 riders before the trip start; answer questions and set expectations
- Enforce trip policies, rules, and regulations
- Maintain Bike & Build gear
- Facilitate the affordable housing curriculum during the trip
- Various tasks and projects as required

Requirements:

Successful applicants must have:

- Possession of a valid driver's license, and no 'at fault' accidents during the past 3 years;
- American Red Cross First Aid and CPR Training certification, or the willingness to receive the certification before trip start date (course fee to be paid by Bike & Build)
- A true passion for affordable housing, cycling, and helping their peers complete challenges
- The ability to stay calm under pressure, while prioritizing what is important for the group
- A kickass attitude



Leader Application

Application Fee Note

Leaders do not pay the app fee!

What if I am not selected as a leader? Can I still participate as a rider?

- **Yes!** You have the option to participate on the trip as a rider as long as you are under the age of 26 by the time our summer trips begin. *
- In order to secure your spot on a trip, follow the rider application instructions and pay the application fee.
- Bike & Build will waive or refund the Application Fee for all selected Trip Leaders.
- Bike & Build will maintain strict confidentiality with your application. The hired Trip Leaders on your route will not know you applied to be a leader.

***Drift applicants**

Alumni of any age can participate on our Drift trips. Please apply this rule to any future mentions of an age cap in this document.



Leader Application Application Timeline

****Anything we email you overrides what is written here****

<u>WHEN</u>	<u>WHAT HAPPENS</u>	<u>IMPORTANT NOTES</u>
Monday, July 8th	<ul style="list-style-type: none">Rider and leader applications open! Hooray!	<ul style="list-style-type: none">You can also apply as a rider if you are interested and eligible.
Tuesday, October 1st	<ul style="list-style-type: none">Early application period ends.Leader applications close.	
Friday, October 4th	<ul style="list-style-type: none">First round of enrollmentLeader interviews begin	<ul style="list-style-type: none">Rider applications will be first come, first served after this.

All Leader Applications are due by **Monday, September 30th at 11:59 PM EST**

*Application received early will be given higher priority. If you miss this deadline and are still interested please email applications@bikeandbuild.org

Tentative Leader Hiring Timeline

Mid October/Early November	First and second rounds of hiring get underway
Mid/Late November	All second round interviews completed. Invitations for third round interviews sent out.
Mid/Late December	All third rounds completed. Job offers sent out to candidates
Early January	First conference calls with complete leadership teams and Program Director



Leader Application Instructions

The leader application consists of eight sections. *You will not be considered as part of the applicant pool until we receive Sections 1 - 7 of the application.* Section 8 (doctor's physical) is required to participate, but does not need to be completed until the spring. September 30th at 11:59 PM EST is the last day we will accept applications.

<u>Section:</u>	<u>How to Submit:</u>	<u>Due:</u>
1) Registration	Online	Immediately
2) Additional Info (Resume)	Online; email applications@ bikeandbuild.org	Immediately
3) Pre-Trip Requirements	Online Upload	Immediately
4) Agreement & Waiver	Online Upload	Immediately
5) Personal Pledge & Photo Release	Online Upload	Immediately
6) Leader Essays	Online Upload	Immediately
7) Medical History	Online Upload	Immediately
8) Health Ins./Physical	Online Upload	TBA

Things we like:

- Applications sent in early. It makes it so much easier for our small staff to stagger the interviews.
- PDF files. All application sections need to PDF files. If you're unsure of how to make PDF files there are a ton of great websites (ie primopdf.com, easypdfcloud.com) and Google is always a helpful tool for finding out how to, say, "convert file to pdf" and things of that nature. There are even fun smartphone apps that will let your phone act as a scanner (i.e. CamScanner).
- PDF files are reviewed by staff after upload, please check your account 1-2 business days later to check if they are approved.
- Applications sent all at once. Don't send us the essays and then the legal forms 3 days later

Things we dislike:

- Low resolution scans where the text is unreadable.
- Fake signatures on the legal forms. You must print, sign, and upload the forms. Don't use the Adobe pen tool or digital signatures.
- We do not accept email, snail mail or faxes for any part of the application, excluding Leader Applicants' resumes.



Application Part 1

Online Registration

A. Primary Registration

Go to the bikeandbuild.org/application/ to begin the online registration and create your account.

B. Information For Accepted Applicants

When you are hired as a Trip Leader, Bike & Build will work with you to train and educate you on how to do this job to the best of its ability. To get you started, we will share with you The Leader Manual, fundraising materials, and your new favorite accessory- your safety triangle. (If you wish, you can opt to receive the manual and fundraising materials electronically.)

Early January, the Program Director will begin a series of conference calls with your leadership team and explain what is expected of you from that day through the end of your trip.

C. Information For Unaccepted Applicants

You still have the option of participating on a trip as a rider if you're under the age of 26 before the trip's start. Please see the instructions on page four of this packet for more information. Remember that we fill our trips first come first served basis. Failure to send in your \$150 deposit could jeopardize your chance of being placed on a route.

Bike & Build will maintain strict confidentiality with your application. The hired Trip Leaders on your route will not know you applied to be a leader.



Application Part 2

Leader Specific Info / Application Fee

A. Leader Specific Information

Upload your essays and application to the Bike & Build site, and email a copy of your resume to applications@bikeandbuild.org with the subject line "Your Name - Leader Resume 2020". We will NOT schedule an interview until you have submitted your entire application.

B. Application Fee if Applying as a Rider

The application fee for Bike & Build is \$150 during our early application period, and \$200 after October 1st. This fee is payable online. This fee will pay for a jersey, rider T-shirt, set of lights, and a sleeping pad. These will be distributed at orientation. If you sign up for a trip and then withdraw, your fee and gear will be forfeited.

Your application fee is refundable in certain situations. The rule of thumb is: if you are at any time officially enrolled in the program, we are unable to refund this fee. A common situation where your application fee would be refundable is if you are offered a spot on a trip that is not your first choice, and you prefer to remain on the waitlist for a different route. We do maintain an active waitlist, and if you are added to it, we simply hold the application fee until you are enrolled. If you request to be removed from the wait list, we will refund your application fee. Bottom line: we only keep the app fee once we enroll you on a trip. In all other situations it is refundable until July 1st, 2020 (see below).

Application fees are refundable up until July 1st, 2020. After that point your fee is considered a contribution to Bike & Build and it will be donated at the conclusion of the summer via our grant program.



Application - Part 3 Pre-Trip Requirements

A. Fundraising Requirements

Each rider MUST raise \$5,000* by the start of the trip. If you fail to meet this deadline, you will be unable to ride until you reach \$5,000*. There are absolutely no exceptions to this policy.

To ensure that all riders do not fall behind in fundraising efforts, we have established the due dates below. Missing the first three due dates below may result in your removal from the program and your spot being offered to a member on our waitlist. Bike & Build has a responsibility to everyone involved in our program to direct as much money as possible to the organizations we support. To do so, all of our trip rosters must be full and all participants must fulfill their fundraising requirements. If we hold a spot for an individual who does not meet the fundraising requirements and drops out of our program, we do so at the expense of an individual who would raise the money. Fully consider the requirements and your fundraising plans before you enroll in one of our trips.

Amount	Due Date	*Drift Applicants
\$500	6 weeks from being assigned to a trip	\$500
\$1,000	10 weeks from being assigned to a trip	\$1000
\$2,500	5 weeks from start of trip	\$1,500
\$5,000	Start of trip - no exceptions	\$2,400

Upon your acceptance in a Bike & Build event, you will be furnished with materials to help you fundraise. It is your responsibility to review these materials and ask the central office to clarify anything that you do not understand.

In the case of your withdrawal, restriction from participation or failure to meet the fundraising requirements in a 2020 Bike & Build event, your fundraising balance will be considered a donation to Bike & Build and will not be refunded. In most cases, your application fee and fundraising balance will be made toward a 2020 tour only; Bike & Build withholds the right to not carry over your fundraising balance for future events.

Each Rider must raise the fundraising minimum. There is no 'giving' of fundraised money from one participant to another.

I have read, understand, and agree to the above requirements and expectations. I understand that if I do not raise \$5,000* by the start of the trip, I cannot participate in Bike & Build. I understand that missing the above outlined deadlines assigned to my fundraising balance may cause my spot to be rescinded and offered to a member on the waitlist.

Applicant's Signature

Applicant's Name

Date

B. Sweat Equity Requirements

Bike & Build relies upon the energy and talents of our participants to help produce and shape our programs, and carry out our core mission. As such, we require two forms of 'sweat equity' from each participant prior to the start of our events. More information, including a sweat equity form, will be included in your participant manual.

- 1) Each Bike & Build Rider is required to volunteer with a local affordable housing organization for a minimum of 15 hours - either on-site at construction projects or as otherwise needed. These hours must be completed on at least two separate volunteer days.
- 2) Each Bike & Build participant is expected to actively participate and complete Bike & Build's Affordable Housing Curriculum. More information will be provided in your Participant Manual and from your Trip Leaders.

Applicant's Signature

Applicant's Name

Date

*Drift applicants

Fundraising minimum is \$2,400. If you would like to get a bike through B&B, you must fundraise \$3,100 and email erik@bikeandbuild.org



Application - Part 4 Agreement & Waiver

I understand that bicycle touring is an inherently dangerous activity, which may result in serious bodily injury, including permanent disability, paralysis, and death. Knowing the risks involved in a Bike & Build event, I nevertheless fully assume all risks associated with my participation, and I hereby waive and give up all my rights to sue or make any claim or demand against Bike & Build, Inc. and/or its employees, directors, agents, volunteers, officers, and partners for damages arising from my participation in a Bike & Build event, whether caused by negligence or otherwise. The foregoing complete waiver and release shall be binding upon me personally as well as upon my heirs, executors/administrators, and family members.

I understand the risks of injury or death inherent with bicycle touring cannot be eliminated by Bike & Build, Inc. and/or its employees, directors, agents, volunteers, officers, and partners.

Further, I, as a participant in Bike & Build, Inc., wish to volunteer on Build Days, which may result in serious bodily injury, including permanent disability, paralysis, and death. I understand that the activities may include but are not limited to construction, demolition and rehabilitation of various housing projects, being transported to and from event site locations and other participatory related activities. Knowing the risks involved in a Build Days, I nevertheless fully assume all risks associated with my participation, and I hereby waive and give up all my rights to sue or make any claim or demand against Bike & Build, Inc. and/or its employees, directors, agents, volunteers, officers, and partners for damages arising from my participation in a Bike & Build Build Day, whether caused by negligence or otherwise. The foregoing complete waiver and release shall be binding upon me personally as well as upon my heirs, executors/administrators, and family members.

I understand that Bike & Build reserves the right to deny or cease my participation in a Bike & Build event at any time before or during the tour. In exercising its reasonable discretion to refuse or cease participation, Bike & Build may consider the following grounds: inaccurate or incomplete applications; failure to meet the fundraising requirements or deadlines; failure to meet the sweat equity requirements or deadlines; failure to arrive at orientation physically fit and prepared to complete the bike ride; physical or medical inability to participate; violation of any Bike and Build policy; or unsatisfactory behavior that is dangerous to or detrimental to myself or other participants. I further understand that in the case of my withdrawal or expulsion from a tour, my fundraising balance will be considered a donation to Bike & Build and will not be refunded.

I understand that Bike & Build reserves the right to restrict my participation if deemed to be unsafe or medically inappropriate. I agree that I will not participate in a Bike & Build event unless I am medically able to do so and unless I am properly trained. I understand that a doctor needs to certify that I am medically capable of participating in a Bike & Build trip, and that I ABSOLUTELY NEED TO HAVE HEALTH INSURANCE WHILE ON THE TRIP. I further agree to undergo any prescribed medical treatment in the event of accident or illness during a Bike & Build event. It is my responsibility to inform Bike & Build of any changes in my medical condition before the tour begins or during the tour. Failure to meet any of the above conditions may result in my dismissal from a Bike & Build tour.

I consent to and permit emergency medical treatment in the event of illness or injury, including transportation to a medical facility, and will be responsible for any and all related costs.

Bike & Build maintains insurance policies to protect the organization's operations and ability to complete its mission, its paid employees, and riders participating directly on a trip. This coverage does not extend to Bike & Build participants who are engaged in pre-trip activities that are not sanctioned by Bike & Build, including training, sweat equity, fundraising activities, or any other preparation the rider has undertaken before they report to the start of the trip. This coverage does not extend to Bike & Build participants for during the trip activities that are not part of any sanctioned activities, to include but not limited to days off, after daily biking free time, excursions off mapped cue-sheet routes, biking to build days, and biking for any reason other than completing the daily mapped cue-sheet routes.

I agree to wear a helmet, safety triangle, mirror, and lights, at all times while cycling before and during a Bike & Build event.

Upon my acceptance in a tour, Bike & Build will provide me with a handbook detailing the rules and policies for the tour. I agree to abide by the rules and policies, and understand that if I do not

understand any of the rules it is my responsibility to ask Bike & Build staff to clarify them for me. I understand that my failure to abide by Bike & Build's rules and policies may result in my expulsion from all or a portion of the trip.

I understand that in extreme situations, Bike & Build reserves the right to cancel the trip at any point. Bike & Build, and Bike & Build alone, has the authority to decide if such situations warrant cancellation of a trip; for example, but not limited to, situations where riders may be in danger as deemed by Bike & Build. If such a decision is made and trips are canceled, I, along with all riders, agree to cease from continuing as directed by Bike & Build. Bike & Build may make reasonable accommodations to assist with travel logistics, as deemed appropriate by Bike & Build. Bike & Build would have full authority to make reasonable decisions concerning donor revenues, to include keeping all or a portion of the revenues. Understanding Bike & Build has this authority, I agree to abide by all decisions and agree I would have no legal recourse against Bike & Build, Inc. and/or its employees, directors, agents, volunteers, officers, and partners.

I have read this agreement, fully understand its terms, understand that I have given up substantial rights by agreeing to it and have agreed to it freely and without any inducement or assurance of any nature and intend it to be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

Applicant's Signature

Applicant's Name

Date



Application - Part 5 Personal Pledge & Photo Release

A. Personal Pledge

- **I understand that Bike & Build is going to be a challenge.** I might want to complain, I might want to quit, but I must remember that over three thousand alumni before me have successfully completed this journey, and I am just as tough as they were and I will properly prepare for such a challenge.
- **I understand that Bike & Build does NOT HAVE CONTROL OVER THE WEATHER.** I pledge to be prepared to ride in all weather conditions, which include beautiful days, rainy days, days up mountains, days through deserts, and all the terrain in between.
- **I pledge to make riding safely my top priority each and every day on the bike.** I agree to wear a helmet, safety triangle, mirror, and lights, at all times while training for, and during a Bike & Build event. I understand that the only way to know how to safely ride my bike on the trip will be to put in the training beforehand.
- **I understand that Bike & Build has a commitment to its donors and supporters to be a good steward of the money it has collected.** In this regard, I understand that the provided meals and amenities will be simple in nature.
- **I understand Bike & Build is just as much as a service trip as it is a bike trip and will work just as hard on build days as I do on a bike.**
- **I understand that Bike & Build is a team expedition.** I will contribute to my team's success and know that decisions are based on the entire team, not just me.
- **I understand that this could be the most amazing summer of my life, but I must work hard to be physically and mentally ready.**

I pledge I will arrive to orientation prepared to meet the physical challenge of participating in a trip and with the skills to ride on the road with cars. Bike & Build considers preparedness to mean: ride at least 500 miles on your bike, complete at least two rides over 65 miles, one rain ride, one ride in hilly terrain, and one group ride before arriving at orientation. While these benchmarks are not required, they help Program Directors gauge your readiness to complete a Bike & Build trip upon arriving at orientation.

I understand that failure to arrive prepared puts me at greater risk for injury and can result in dismissal from the trip.

Applicant's Signature

Applicant's Name

Date

B. Photo and Video Release

I do hereby give BIKE & BUILD INC. its assigns, licensees, and legal representatives the irrevocable right to use my name, picture, portrait, or photograph in all forms and media and in all manners, including composite and video, for advertising, for publication or any other lawful purposes, and I waive any right to inspect or approve the finished product, including written copy, which may be created in connection therewith.

Are you on Instagram? Let us know your handle so we can follow you: _____
(Bike & Build's Instagram account is @bikeandbuild. Get after it.)

Applicant's Signature

Applicant's Name

Date



Leader Application Essays

In order to get a better understanding of your motivations behind leading a Bike & Build trip this coming summer, please answer the following questions. Each question should generate at least a 300 word response.

1. Describe your interest in becoming a Bike & Build Trip Leader. What is it about this opportunity that most excites you? What qualities will you bring to our events? What do you hope to get out of your involvement as a Trip Leader? How do you envision this experience affecting your future?
2. Define what the words “pedaling for affordable housing” mean. What is it exactly that Bike & Build is raising money for? We could donate half a million dollars every year to 1,000’s of charities, so why do we focus on affordable housing (AH)?
3. Why do you personally feel it is important to raise money and awareness for AH? Do you have any experience working with affordable housing groups? If so, please describe your involvement. (Lack of past involvement with affordable housing groups will not disqualify you from the position; however please state why you are interested in a trip that is devoted to this cause.)
4. Leading a Bike & Build trip can be a stressful and demanding job, especially when you are out on the road. What are some of the challenges you envision facing in this role? Give an example of a time you had to work in a high pressure or stressful situation.
5. In your role as a trip leader, you need to communicate with the Directors, hosts, build sites, your coleaders, your riders, the media and countless other constituents. How would you describe your communication style? What types of personalities do you find it easier to communicate with? Be specific with your answer by drawing off of past peer leadership experience and what you learned from it.
6. What is the hardest thing you have ever done? How do you think it may have prepared you for a Bike & Build summer?
7. Describe a time when you were asked to do something you weren't trained to do. How did you handle it?

Discuss the phrase “taking apart a bike and putting it back together makes me feel _____”.

Discuss the phrase “when something goes wrong on my computer I _____”.

If you served as a Bike & Build trip leader at any point between 2011 and 2019, you do not need to submit these essay questions. Please email erik@bikeandbuild.org for your application essay questions.

Application - Part 7

Medical History

Instructions:

- This form gets printed for use during the summer: help us make them easier to read!
- Complete this form honestly! Providing false or incomplete information on this form is grounds for dismissal from the trip. Many have completed B&B with serious medical conditions and the admission of such a condition will not disqualify you from participating. We know that sensitive topics like eating disorders and mental health are typically private issues, but you must provide your full history. Only the staff and leaders will see this form.
- Open up this form using Adobe Reader® and simply type the requested information into each text field. You will need the latest version available on Adobe's website to do this: www.adobe.com/reader (The download is completely free!)
- You will need a doctor's physical in the spring before being allowed to participate on Bike & Build (these should be scheduled between Feb. 1st and April 20th)
- **Please complete all of Part 7 immediately, prior to enrollment**

A. General Information (to be completed by applicant)

Name: _____ DOB: _____ Citizenship: _____

Permanent Address: _____

City: _____ State: _____ Zip: _____ Cell Phone: _____

B. Emergency Contacts (to be completed by applicant)

1. Name: _____ Relation: _____ Home Phone: _____

Cell Phone: _____

2. Name: _____ Relation: _____ Home Phone: _____

Cell Phone: _____

C. Doctor Contact, Health Insurance Notice (to be completed by applicant)

Name of Primary Physician: Dr. _____ Office Phone: _____

All applicants MUST have health insurance to participate on Bike & Build.

Health insurance is not required to apply to the program, but the effective dates of coverage must include the day prior to the first date on your itinerary and your entire duration of stay with the group on the West Coast.

In addition, you MUST bring your health insurance card with you on the trip.

We strongly prefer that you have the actual card and not a photo copy with you, as your gear is likely to get wet. A disintegrating, unreadable health insurance card doesn't do you much good.

D. Medical History (to be completed by applicant and reviewed by physician)

Please Check YES or NO for the following:

	YES	NO
1. Have you been hospitalized in the last five years?	1.	
2. Have you had any surgery in the last five years?	2.	
3. Have you ever had cardiac problems?	3.	
4. Do you currently or have you ever had an eating disorder?	4.	
5. Have you ever had blood sugar problems or diabetes?	5.	
6. Have you had a head injury in the last five years?	6.	
7. Have you ever had problems with vision or hearing?	7.	
8. Are you currently suffering from any infectious disease?	8.	
9. Have you ever had a psychiatric or mental illness?	9.	
10. Have you ever had a seizure or suffered from epilepsy?	10.	
11. Have you ever had asthma or respiratory problems?	11.	
12. Do you use an inhaler for asthma?	12.	
13. Have you ever had high blood pressure?	13.	
14. Have you ever had chest pain during exercise?	14.	
15. Have you ever suffered from heat exhaustion?	15.	
16. Do you cough or breathe heavily during activity?	16.	
17. Have you ever been dizzy or passed out during exercise?	17.	
18. Have you had any breaks, sprains, or dislocations in the last 5 yrs?	18.	
19. Do you use orthotics, prosthetics, or braces?	19.	
20. Have you ever had tendonitis or similar condition?	20.	
21. Have you/do have depression?	21.	

- | | |
|---|-----|
| 22. Do you regularly see a physician outside of routine checkups? | 22. |
| 23. Any other medical condition which will interfere with intense exercise? | 23. |
| 24. Any other health concerns not listed above? | 24. |

Please explain any 'Yes' answers, or any other medical problems you have:

E. Medications & Allergies (to be completed by applicant and reviewed by physician)

Please explain any 'Yes' answers in the space below, with particular attention paid to any side effects that would impact your ability to lead on the trip or act during an emergency (For example, if a drug makes you drowsy in the morning it may impair your ability to ride a bike):

- | Please check YES or NO for the following: | YES | NO |
|--|-----|----|
| 1. Are you currently taking any prescription drugs?
If YES, please list name, dosage and known side effects below | 1. | |
| 2. Are you currently taking any non-prescription drugs?
If YES, please list name, dosage and known side effects below | 2. | |
| 3. Are you allergic to any medication?
If YES, please list name, severity, and likely reaction to drug below | 3. | |
| 4. Are you allergic to any insect sting, food, or plant?
If YES, please list name, severity, and likely reaction | 4. | |
| 5. Do you require an EPI pen to control the reaction of any allergy? | 5. | |

Please explain any 'Yes' answers:

F. Additional Comments / Notes

G. Participant Agreements (to be completed by applicant)

I understand that Bike & Build reserves the right to restrict my participation if deemed to be unsafe or medically inappropriate. I agree that I will not participate in a Bike & Build event unless I am medically able to do so. I further agree to undergo any prescribed medical treatment in the event of accident or illness during a Bike & Build event.

It is my responsibility to inform Bike & Build of any changes in my medical condition after the application process concludes. I understand that participants in previous years have been dismissed during the summer due to falsifying or neglecting to declare medical information on their medical forms, and to the best of my knowledge all information on this form is complete and accurate.

I have read, understand, and agree to the above statements.

Applicant's Signature

Applicant Name

Date