

1. SURVEY IDENTIFICATION

PROJECT / SURVEY NAME		SURVEY ID / REF	DATE (YYYY-MM-DD)	DAY OF WEEK
SITE / LOCATION / FACILITY NAME		ROAD / ROUTE / PATH NAME	STATION / CHAINAGE / REF (if any)	
OBSERVER / SURVEYOR	WEATHER / CONDITIONS		LIGHTING / VISIBILITY	SURFACE / OBSTRUCTION
COUNT INTERVAL: ☐ 5 min ☐ 10 min ☐ 15 min ☐ 30 min ☐ 60 min Other: _____ min Survey Period Start: _____ End: _____ (24h recommended) FACILITY / SITE TYPE: ☐ On-road bike lane ☐ Separated cycle track ☐ Shared-use path / Trail ☐ Mixed-traffic roadway ☐ Bicycle crossing ☐ Intersection ☐ Bridge / Structure ☐ Facility entry/exit ☐ Other: _____				

2. OBSERVATION BOUNDARY & COUNTING UNIT

A bicycle count is only meaningful when the observation boundary and counting unit are defined. Complete this section before starting tallies.

COUNTING LINE / OBSERVATION BOUNDARY / SCREEN Describe the exact line, screen or zone (e.g. mid-block screen line on cycle track; eastbound approach stop line; path crossing of Main St):	OBSERVER POSITION & ORIENTATION Standing position: _____ Facing direction: _____ View obstruction (if any): _____
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COUNTING UNIT & INCLUSION / EXCLUSION RULES (project-defined)

Primary unit: One observed bicycle (person riding a bicycle) that crosses the defined observation boundary according to the survey methodology.

INCLUDE (tick as applicable): ☐ Standard bicycle ☐ E-bike / electric bicycle ☐ Cargo bicycle ☐ Tandem / adaptive cycle ☐ Other project-defined: _____

EXCLUDE from bicycle total (record in Other Observations if needed): ☐ Person walking / pushing a bicycle ☐ Bicycle being carried ☐ Parked bicycle ☐ Pedestrian ☐ E-scooter / scooter ☐ Motorcycle / moped ☐ Other: _____

DOUBLE-COUNT RULES: Count a bicycle once when it first crosses the defined boundary. Turn-backs, temporary stops inside the zone, or re-crossings of the same boundary are treated as: ☐ Count once only ☐ Count each crossing ☐ Other (define): _____

3. DIRECTION / MOVEMENT DEFINITIONS

Define the directions or movements being counted. Use the simplest clear labels that match the site. Mark N/A for movements that do not exist.

Code / Label	Description of Direction / Movement	From (origin / approach / side)	To (destination / approach / side)	Notes / N/A
Dir 1 / A				
Dir 2 / B				
Dir 3 / C				
Dir 4 / D				
SCHEMATIC / SITE SKETCH (not to scale) Sketch facility, observation boundary, directions and any relevant landmarks. Label to match the table above.			OPTIONAL BICYCLE CATEGORIES Primary recording is total bicycles. Use categories only if the project requires them and they can be reliably observed: ☐ Standard bicycle ☐ E-bike ☐ Cargo bicycle ☐ Other: _____ Do not classify by age, gender or other personal attributes. Categories must be project-defined and objective.	

4. BICYCLE TALLY BY INTERVAL AND DIRECTION / MOVEMENT

Write direction/movement labels from Page 1 into the column headers. Use vertical tally marks. Write the numeric interval total on the No. line. Write 0 for zero observed; write N/A if the movement does not exist.

INTERVAL START – END	DIR / MOV 1 (label from p.1) Tally + No.	DIR / MOV 2 (label from p.1) Tally + No.	DIR / MOV 3 (label from p.1) Tally + No.	DIR / MOV 4 (label from p.1) Tally + No.	INTERVAL TOTAL	NOTES / INTERRUPT / N/A
Start: _____ End: _____	No. _____	No. _____	No. _____	No. _____		
Start: _____ End: _____	No. _____	No. _____	No. _____	No. _____		
Start: _____ End: _____	No. _____	No. _____	No. _____	No. _____		
Start: _____ End: _____	No. _____	No. _____	No. _____	No. _____		
Start: _____ End: _____	No. _____	No. _____	No. _____	No. _____		
Start: _____ End: _____	No. _____	No. _____	No. _____	No. _____		
Start: _____ End: _____	No. _____	No. _____	No. _____	No. _____		

Tally convention: Vertical strokes grouped in fives. Interval Total = sum of direction/movement counts for that interval (exclude N/A). Incomplete intervals must be noted in Notes and on the Summary page. Apply the inclusion/exclusion and double-count rules defined on Page 1.

5. DIRECTION / MOVEMENT TOTALS (sum of all intervals)

Direction / Movement	Dir / Mov 1	Dir / Mov 2	Dir / Mov 3	Dir / Mov 4	SURVEY PERIOD TOTAL
Total bicycles					
Optional: Standard					
Optional: E-bike					
Optional: Cargo / Other					

RECONCILIATION: Sum of Dir/Mov totals = Survey Period Total? ☐ Yes ☐ No (investigate) | Sum of Interval Totals = Survey Period Total? ☐ Yes ☐ No

Any discrepancy must be investigated and explained in Remarks before data entry or analysis.

6. PEAK PERIOD / ANALYSIS NOTES

Candidate peak period / selected peak intervals:

Notes (directional imbalance, facility issues, event surge, weather impact, etc.):

7. INTERRUPTIONS, INCOMPLETE INTERVALS, OTHER OBSERVATIONS & REMARKS

Record: interruption start/end, affected interval(s), reason, whether interval is complete, excluded observations (people pushing bikes, scooters, etc.), turn-backs, temporary closures, construction, special events, or any condition affecting reliability. Be specific for audit.

8. VERIFICATION & SIGN-OFF

Observer Initials / Signature: Date:

Checked / Verified By: Date:

Data Entry / Digitization By: Date:

Residual data-quality notes:

LIMITATIONS & USE NOTES

- This is a general professional field-recording template for bicycle volume and movement surveys. Observation locations, movement definitions, facility categories, inclusion/exclusion rules, intervals and methodology vary by project, jurisdiction and study purpose.
- Always follow the controlling project brief or local agency instructions. Redefine direction labels, facility types and inclusion rules as required. Do not treat the printed structure as an official or universal standard.
- Primary recording is individual bicycles by direction/movement. Optional categories must be objectively observable. People walking/pushing bicycles, scooters and other modes are excluded from the bicycle total unless the project explicitly expands the scope. Not a full facility-condition or level-of-service survey.