

**“Cycle-to-Work”  
UCC Employer Bicycle Scheme**



**UCC**

Coláiste na hOllscoile Corcaigh, Éire  
University College Cork, Ireland

**Application Form**

Please write in  
**BLOCK CAPITAL** letters

To **University College Cork, Human Resources**

From: \_\_\_\_\_ Staff No: \_\_\_\_\_  
Name

\_\_\_\_\_ PPS No: \_\_\_\_\_  
Department / Unit

Employment status  Permanent  Fixed Term >>> \_\_\_ / \_\_\_ / \_\_\_

Salary payment  Monthly  Weekly Expiry Date of current contract

_____ Employee Signature / Date	<input type="checkbox"/> O.K. _____ HR, Employment status checked
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**Supplier**

Supplier's Name \_\_\_\_\_ Supplier's VAT No \_\_\_\_\_

Address \_\_\_\_\_

**Bank details** (for EFT transfers only): Bank: \_\_\_\_\_

Account No: \_\_\_\_\_ Sort Code: \_\_\_\_\_

For HR use only	
Total cost of Goods € _____ , _____ UCC PO No _____ date _____ Salary Deduction Arrangement signed on _____ / _____ / _____ Payback period start _____ / _____ end _____ / _____	Expected available net salary will suffice to cover the periodical payback rates  <input type="checkbox"/> YES <input type="checkbox"/> NO , denied  _____ HR approved , Signature / Date

## Details of Bicycle / Safety Equipment Quotation

Goods	Description	Price incl. of VAT
Bicycle		
Cycle helmet <i>Conforming to European standard EN 1078</i>		
Bells and bulb horn		
Lights including dynamo packs <i>– compulsory, if not included in “bicycle” –</i>		
Cycle clips and dress guards		
Panniers, luggage carriers and straps		
Locks and chains		
Pumps, puncture repair kits, cycle tool kits and tyre sealant		
Reflective clothing along with white front reflectors and spoke reflectors		
	<b>TOTAL</b>	

Supplier's Stamp / Date / Signature