OLLSCOIL NA GAILLIMHE
UNIVERSITY OF GALWAY

Cycle to Work Application Form

In accordance with Section 7 of the Finance (No. 2) Bill 2008

Employee Details

First Name ______________________________ School/Unit____

Last Name ______________________________ Contact No/ext. ____

Staff ID ______________________________ Paid Weekly ☐ Monthly ☐

Please indicate the bicycle / bicycle safety equipment (or both)* you wish to have purchased by University of Galway and attach a written quotation from your chosen vendor giving full details of the order:

Pedal bicycle ☐ Tricycle ☐ Pedelec ☐

Associated Bicycle Safety Equipment

Cycle helmets which conform to European standard EN 1078 ☐
Bells and bulb horns ☐
Lights, including dynamo packs ☐
Mirrors and mudguards to ensure riders visibility is not impaired ☐
Cycle clips and dress guards ☐
Panniers, luggage carriers and straps to allow luggage to be safely carried ☐
Locks and chains to ensure cycle can be safely secured ☐
Pumps, puncture repair kits, cycle tool kits and tyre sealant to allow for minor repairs ☐
Reflective clothing along with white front reflectors and spoke reflectors ☐

Please specify retailer____

Please alter the terms and conditions of my contract to forego / sacrifice €_________________ of my annual salary in lieu of the provision of a bicycle / bicycle safety equipment by the University. I realise that this arrangement will operate for a period of one year or to the end of my current contract **(whichever is shorter)** and that the salary sacrifice / reduction will be reflected in my payslips over that period.

I agree that, should my employment terminate for any reason prior to the expiry of this agreement, all outstanding monies will be recouped from my final salary / wage or from any other monies due to me. In the event of insufficient monies being available to meet the repayment in full, I agree to personally reimburse University of Galway.

I ____, declare that the bicycle / bicycle safety equipment to be purchased by my employer on my behalf as part of the Government tax incentive scheme** is for my own personal use and will be used mainly for the purposes of qualifying journeys, where qualifying journeys are defined as the whole or part (e.g. between home and train station) of a journey between employee's home and normal place of work, or between his or her normal place of work and another place of work.

NUI Galway accepts / assumes no liability or responsibility under Employer's Liability Policy for any loss or injury sustained by employees that choose to participate in this scheme or whilst using bicycles / equipment purchased via this scheme.

I have read and accept the terms and conditions of the 'Cycle to Work Scheme' as outlined in the policy document

Signed: ____ Date: __________________________
(Employee)

For Office Use Only:

Deduction Start Date ______________________ Temporary / Permanent ________________________

Weekly/Monthly Deductions ______________________ Previous application ________________________

Number of Weeks/Months ______________________ Bicycle Collection Date ________________________

* the total value of the bicycle /bicycle safety equipment and delivery costs must not exceed €1,250.00;
for pedelecs or ebikes and related safety equipment the limit is €1,500.00

OLLSCOIL NA GAILLIMHE
UNIVERSITY OF GALWAY

Foirm Iarratais Rothaíocht chun hOibre

I gcomhréir le Mír 7 den Bhille Airgeadais (Uimh. 2) 2008

Sonraí an Fhostaí

Céad Ainm ______________________________ Scoil/Aonad ____

Sloinne ______________________________ Uimhir theagmhála ____

Uimhir Foirne ______________________________ Íoctha in aghaidh Na seachtaine ☐ Na Míosa ☐

Luaigh an rothar/an trealamh sábháilteachta rothair (nó an péire)* is mian leat a cheannódh Ollscoil na Gaillimhe agus bíodh meastachán scríofa ón díoltóir a roghnaigh tú ina bhfuil sonraí uile an ordaithe i gceangal leis an bhfoirm seo:

Rothar Cos ☐ Tríothach ☐ Rothar Leictreach ☐

Trealamh Sábháilteachta Rothair Gaolmhar

Clogaid rothair atá de réir an chaighdeáin Eorpaigh EN 1078 ☐
Cloigíní agus bonnáin bholgáin ☐
Soilse rothair, lena n-áirítear pacaí dineamó ☐
Scátháin agus pludghardaí lena chinntiú nach gcuirtear as do raon radhairc na rothaithe ☐
Fáiscíní rothair agus sciatha gúnaí ☐
Ciseáin, iompróirí agus strapaí bagáiste chun bagáiste a iompar go sábháilte ☐
Glais agus slabhraí lena chinntiú gur féidir an rothar a cheangal go sábháilte ☐
Teannairí, fearais deisithe poll, fearais uirlisí rothaíochta agus séaltán boinn chun miondeisithe a dhéanamh ☐
Éadach frithchaiteach mar aon le frithchaiteoirí bána tosaigh agus frithchaiteoirí spócaí ☐

Sonraigh an miondíoltóir, le do thoil ____

Déan athrú, le do thoil, ar théarmaí agus ar choinníollacha mo chonartha chun €_________________ de mo bhuntuarastal bliantúil a ghéilleadh /a imghéilleadh chun go soláthróidh an Ollscoil rothar / trealamh sábháilteachta rothair dom ina áit. Tuigim go mbeidh an socrú seo i bhfeidhm ar feadh tréimhse bliana nó go deireadh mo chonartha reatha (cibé acu is giorra) agus go mbeidh an imghéilleadh/laghdú tuarastail sin léirithe i mo dhuillíní pá sa tréimhse sin.

Aontaím, má chríochnaíonn mo chuid fostaíochta ar aon chúis sula n-éagann an comhaontú seo, go ndéanfar gach airgead nach bhfuil íoctha a bhaint as mo thuarastal / mo phá deiridh nó as aon airgead eile atá ag dul dom. Mura mbeidh go leor airgid ar fáil leis na fiacha a aisíoc ina n-iomláine, aontaím go n-aisíocfaidh mé iad go pearsanta le Ollscoil na Gaillimhe.

Dearbhaímse, _______________________________, gur chun a úsáide agam féin an rothar/an trealamh sábháilteachta rothair a cheannóidh m'fhostaí thar mo cheann mar chuid de scéim dreasachta cánach an Rialtais** agus gur chun críocha turas cáilitheach go príomha a úsáidfear é, sa chás gur féidir turais a shainniú mar thurais iomlána nó mar chuid de thurais (e.g. idir teach an fhostaí agus stáisiún traenach) idir teach an fhostaí agus gnátháit oibre an fhostaí, nó idir a ghnátháit oibre nó a gnátháit oibre agus áit oibre eile.

Ní ghlacann OÉ Gaillimh le haon dliteanas ná le haon fhreagracht faoin mBeartas Dliteanais Fostóirí as aon chaillteanas ná as aon ghortú a thabhaítear d'fhostaithe a roghnaíonn a bheith rannpháirteach sa scéim seo ná as aon chaillteanas ná as aon ghortú a bhaineann d'fhostaithe le linn dóibh a bheith ag úsáid rothar agus / nó trealaimh a ceannaíodh faoin scéim seo.

Tá téarmaí agus coinníollacha na Scéime Rothaíochta chun na hOibre mar a leagtar amach í sa cháipéis beartais léite agam agus glacaim leo.

Sínithe: ____ Dáta: _________________________
(Fostaí)

Úsáid Oifige Amháin:

An dáta a dtosóidh an asbhaint _______________________ Sealadach / Buan _________________________

Asbhaintí Seachtaine/Míosúil _______________________ Iar-Iarratas _________________________

Líon seachtaine/Míosa _______________________ Dáta ar bailíodh an Rothar _________________________

*ná téadh luach iomlán an rothair/an trealaimh sábháilteachta rothair agus na gcostas seachadta thar €1,250.00;
is é an teorainn le haghaidh pedelecs nó rothair agus trealamh sábháilteachta gaolmhar ná €1,500.00