



**TIME FOR A  
FOR NEW  
BIKE?**



# What is cycle2work?



## Make great savings with Halfords cycle2work!

Norfolk County Council has teamed up with Halfords to bring you Cycle to work, a government approved salary sacrifice initiative allowing you to obtain a brand new bike and accessories up to the value of £1000.

You can make great savings of up to 42% through Tax and National Insurance Contributions\*.

Halfords in store offers also apply so you can save even more!

\* Savings of 42% based on higher rate taxpayer. Savings based on circumstances of employee and employer.

## cycle2work: The Benefits

- Save up to 42% off a new bike and accessories\*
- Cycling to work gives you regular exercise to keep you fit and healthy – and you'll save time and money spent in the gym by incorporating exercise into your work day
- Beat busy rush hour traffic and cut time off your commute
- Cut your CO2 emissions and reduce your carbon footprint
- Save money on the rising cost of fuel, tube, bus and train fares
- Unique access to the UK's top bike brands including Boardman, Carrera, Apollo and many more
- Unlike other schemes in-store offers apply – so you can save even more money!
- We'll build and safety check your bike for free and give you a free six week first service
- **FREE one year Bike Care Plan** Providing over £100 of servicing and repair benefits. (when selecting Halfords bike)
- **FREE cycle maps through Sustrans**
- **FREE family discount cycling voucher**
- **HALF PRICE cycle training with the Institute of Advanced Motorists**





## Our Brands

Halfords has unique access to ALL the UK's top bike brands.



For more information on our great range of brands visit [www.cycle2work.info](http://www.cycle2work.info)

Still cant find what your looking for? Halfords works with a range of Independent Bike Retailers. Call the cycle2work help team on 08450 778 850.

halfords  
**cycle2work** 

# What can you save with Halfords cycle2work?

LoC Value	£100.00	£200.00	£300.00	£400.00	£500.00	£600.00	£700.00	£800.00	£900.00	£1,000.00
LoC Value with finance added on and any changes after VAT	£100.00	£200.00	£300.00	£400.00	£500.00	£600.00	£700.00	£800.00	£900.00	£1,000.00
Gross Monthly Reduction*	£8.33	£16.67	£25.00	£33.33	£41.67	£50.00	£58.33	£66.67	£75.00	£83.33
<b>BASIC RATE TAXPAYER</b>										
Tax Savings*	£1.67	£3.33	£5.00	£6.67	£8.33	£10.00	£11.67	£13.33	£15.00	£16.67
National Insurance Savings*	£1.00	£2.00	£3.00	£4.00	£5.00	£6.00	£7.00	£8.00	£9.00	£10.00
<b>Net Cost Per Month</b>	<b>£5.67</b>	<b>£11.33</b>	<b>£17.00</b>	<b>£22.67</b>	<b>£28.33</b>	<b>£34.00</b>	<b>£39.67</b>	<b>£45.33</b>	<b>£51.00</b>	<b>£56.67</b>
<b>Total Cost over 12 Months</b>	<b>£68.00</b>	<b>£136.00</b>	<b>£204.00</b>	<b>£272.00</b>	<b>£340.00</b>	<b>£408.00</b>	<b>£476.00</b>	<b>£544.00</b>	<b>£612.00</b>	<b>£680.00</b>
<b>Total savings made</b>	<b>£32.00</b>	<b>£64.00</b>	<b>£96.00</b>	<b>£128.00</b>	<b>£160.00</b>	<b>£192.00</b>	<b>£224.00</b>	<b>£256.00</b>	<b>£288.00</b>	<b>£320.00</b>
<b>HIGHER RATE TAXPAYER</b>										
Tax Savings*	£3.33	£6.67	£10.00	£13.33	£16.67	£20.00	£23.33	£26.67	£30.00	£33.33
National Insurance Savings*	£0.17	£0.33	£0.50	£0.67	£0.83	£1.00	£1.17	£1.33	£1.50	£1.67
<b>Net Cost Per Month</b>	<b>£4.83</b>	<b>£9.67</b>	<b>£14.50</b>	<b>£19.33</b>	<b>£24.17</b>	<b>£29.00</b>	<b>£33.83</b>	<b>£38.67</b>	<b>£43.50</b>	<b>£48.33</b>
<b>Total Cost over 12 Months</b>	<b>£58.00</b>	<b>£116.00</b>	<b>£174.00</b>	<b>£232.00</b>	<b>£290.00</b>	<b>£348.00</b>	<b>£406.00</b>	<b>£464.00</b>	<b>£522.00</b>	<b>£580.00</b>
<b>Total savings made</b>	<b>£42.00</b>	<b>£84.00</b>	<b>£126.00</b>	<b>£168.00</b>	<b>£210.00</b>	<b>£252.00</b>	<b>£294.00</b>	<b>£336.00</b>	<b>£378.00</b>	<b>£420.00</b>
<b>ADDITIONAL HIGHER RATE TAXPAYER</b>										
Tax Savings*	£4.17	£8.33	£12.50	£16.67	£20.83	£25.00	£29.17	£33.33	£37.50	£41.67
National Insurance Savings*	£0.17	£0.33	£0.50	£0.67	£0.83	£1.00	£1.17	£1.33	£1.50	£1.67
<b>Net Cost Per Month</b>	<b>£4.00</b>	<b>£8.00</b>	<b>£12.00</b>	<b>£16.00</b>	<b>£20.00</b>	<b>£24.00</b>	<b>£28.00</b>	<b>£32.00</b>	<b>£36.00</b>	<b>£40.00</b>
<b>Total Cost over 12 Months</b>	<b>£48.00</b>	<b>£96.00</b>	<b>£144.00</b>	<b>£192.00</b>	<b>£240.00</b>	<b>£288.00</b>	<b>£336.00</b>	<b>£384.00</b>	<b>£432.00</b>	<b>£480.00</b>
<b>Total savings made</b>	<b>£52.00</b>	<b>£104.00</b>	<b>£156.00</b>	<b>£208.00</b>	<b>£260.00</b>	<b>£312.00</b>	<b>£364.00</b>	<b>£416.00</b>	<b>£468.00</b>	<b>£520.00</b>

\* Table is for example purposes only. Savings depend on circumstances of employee and employer. Table based on 12 month hire period.

# How to apply



## 1 Registration

### Register your interest for the scheme

- Visit [www.cycle2work.info](http://www.cycle2work.info) and click the “employee sign up now” button
- Enter your personal details and employer code – **NORFOLKCC2012**
- Select a unique username and password as your log in details (username must be in an email format)



## 2 Verification

### You will receive an email to verify your log in details

- You must click on the link within the email to verify the email address
- On completion you will be asked to log in to the portal
- If you do not have internet access please call the Halfords cycle2work team on **08450 778 850** and we will assist you further



## 3 Application

### Visit [www.cycle2work.info](http://www.cycle2work.info)

- Enter your log in details and click “Apply now”
- Complete your personal information including your preferred store location
- Select a Letter of Collection value within the minimum/maximum at increments specified
- Click “submit”. You will then receive an email containing a link to your hire agreement
- To electronically sign, first you must agree to “Do business with Halfords electronically”.
- Read the hire agreement then follow the instructions to electronically sign.
- When you have completed signing this will automatically be sent to your scheme manager for approval.



## 4 Approval

### Once you have been approved you will receive an email containing your completed copy of the hire agreement, Letter of Collection and cancellation information

- Print your letter of collection



## 5 Redemption

You can now visit your local Halfords to redeem your Letter of Collection. Alternatively you can contact the Halfords cycle2work team on **08450 778 850** or **[cycle2.work@halfords.co.uk](mailto:cycle2.work@halfords.co.uk)**  
(When redeeming your voucher please also provide a valid proof of ID)

**No internet access? No problem! Call the cycle2work contact team on 08450 778 850.**



# Join *cycle2work*

## today!



The Norfolk County Council cycle2work scheme is available between the **14 May – 30 June 2012.**

- Make great savings on a new bike and accessories through Tax and National Insurance contributions
- Save money on the rising price of fuel and other travel costs
- Beat the busy rush hour traffic
- Improve your health and fitness by cycling to work
- Have access to a great range of bike brands to suit all budgets
- And, Halfords in store offers also apply so you can save even more!

**Join the cycle revolution!**



To apply visit [www.cycle2work.info](http://www.cycle2work.info) using the employee code

**NORFOLKCC2012**

Need more help? Contact the cycle2work help team on **08450 778 850** or email [cycle2.work@halfords.co.uk](mailto:cycle2.work@halfords.co.uk)

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**Norfolk** County Council