



# EMPLOYER'S GUIDE





## **YOUR BENEFITS:**

- **Staff Welfare**
- **Better Image**
- **Less Congestion**
- **Less petrol and parking claims**
- **NI Savings**

## **OnYourBike**

**Is a very flexible Cycle to Work programme, designed to bring a true hassle free benefit to both the company and staff.**

## **OnYourBike**

**Can accommodate any size of business. We have successfully worked with small employers as well as major organisations.**

## **OnYourBike**

**Aims to get more people cycling to work on a regular basis, encouraging a healthier lifestyle.**



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# Cycle to Work - A Great Way To Save

Government legislation is allowing us to offer workplaces substantial savings on the cost of bikes and cycling gear for your staff.

## Cycle to Work - The Green Transport

Cycle to work is a scheme made possible by the Government's Green Transport set up specifically to promote the use of bikes as an alternative mode of transport.

## Cycle to Work - How Does It Work?

Cycle to Work allows employers to loan bikes and cycle equipment to their staff. Employees agree to a small 'salary sacrifice' period which is made from their gross salary & crucially not their take home pay.



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# EMPLOYEE'S BENEFITS

## Huge Savings

**Save up to 49% off the retail cost of bikes and accessories and all thanks to one of the best government tax breaks ever.**

## Total Flexibility

**Staff going on the scheme can place their orders either through their local bike shop or online.**

## Shop Online

**They can choose from 100s of brands from one of the UK's leading online bike shops who can also supply the necessary accessories and safety equipment to ensure employees are safe when riding to work.**

**The choice is theirs!**



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# HOW IT WORKS

**You decide when the scheme will run**



**Employees choose their bike when the scheme is open**



**When the scheme closes the company pays for the bikes**



**We take care of all the paperwork  
(agreements; payroll schedules; etc)**



**Employees start paying for their bikes from their next salary**



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# THE SAVINGS

**How much your employees save will depend on:**

- How much income tax and National Insurance they pay
- How you (as their employer) pay for the bikes

**There are two ways in which you can pay for the bikes:**

**Cash Option** | you make a single payment

**Finance Option** – you pay for the bikes over the period



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## CASH OPTION

### Bike Costing £499 (Incl VAT)

An Employee paying basic rate tax should save	£199.60	40%
An Employee paying higher rate tax should save	£242.99	49%



## FINANCE OPTION

### Bike Costing £499 (Incl VAT)

An Employee paying basic rate tax should save	£152.31	31%
An Employee paying higher rate tax should save	£202.56	41%

#### Assumptions:

- É A basic rate taxpayer pays 20% tax & 11% National Insurance
- É A higher rate taxpayer pays 40% tax & 1% National Insurance
- É The employer can reclaim VAT



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NEXT STEP

To tell us you're **running** the **HHF cycle2work scheme simply:**

**Download our Registration Form**

**Complete, print and sign it**

**Fax it back to us 0161 850 0504**

We'll take care



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