



Employee Bike Purchase Program FAQ:

1. Who is eligible for the loan?

- Any SD8 CUPE member who holds a **regular** position
- Any SD8 KLTF member who holds a **continuing** position
- Term KLTF or Temp CUPE who hold a position for a full year or more by September 2020. (loan must be repaid by the end of the temporary contract/position).
- All excluded staff

2. How does repayment work?

- Payroll will deduct the amount calculated on your promissory note monthly (KLTF/Excluded staff) or bi-weekly (CUPE) for the loan length that you chose - 1, 2 or 3-yrs. Repayment is based off of 10-months (Sept to Jun) so no payments will be made in July or August.

3. How quickly can I expect to be reimbursed by the District after submitting my receipt and promissory note?

- You will be reimbursed by direct deposit in approximately 1 - 1 ½ weeks after submitting your forms.

4. When will my repayments begin if I buy a bike between now (May 2020) and August 2020?

- Your payroll deductions will begin in September 2020

5. If the cost of the bike I want to purchase exceeds the max loan amount of \$4,500, can I still submit the receipt?

- Yes. You can submit your receipt for the whole amount but you will only be granted \$4,500 so the difference will be your responsibility when purchased.

6. Does the loan cover accessories as well?

- At this time, the loan is only covering the cost the bike itself and parts of the bike. Ex: if pedals, fenders or a seat are required to be purchased separately. The loan will not cover items such as helmets, gloves, shorts etc.

7. If I am a term teacher what are my options for loan repayment length?

- You must pay back your loan by the end of your term assignment. This only applies for teachers who are in a full year term assignment.

8. How do I get proof of employment?

- Email Chandra Moon at ea.hr@sd8.bc.ca for a letter to receive your discount at one of the participating vendors.

9. Do I have to purchase my bike from one of the local vendors listed?

- No. We have set up discounts with some of our Kootenay vendors and we love to support local, but you are not obligated to purchase from them. You can buy from any vendor of your choosing.

10. When will the program end?

- The bike purchase program will run for the 2020/21 school year at least. We will review the success at that time.

11. Can I put more money towards my loan some months?

- Yes. Please contact payroll@sd8.bc.ca for KLTF or cupepayroll@sd8.bc.ca for CUPE to do so.

* If you have any further questions or special circumstances please contact Theresa Montpellier at: tmontpellier@sd8.bc.ca