



## Cork Bike Week 2017 – Application Process

### Steps involved in the Application Process

**Step 1:** School/Club/Community Group registers their proposed event for Cork Bike Week by completing the application form and posting it to Cork Sports Partnership by **Friday 19th May**.

**Step 2:** The application will be acknowledged by Cork Sports Partnership on **Monday 22nd May** following closing date.

**Step 3:** Successful schools/clubs/community groups will be issued with a contract by Cork Sports Partnership by email on **Wednesday 24th May**.

**Step 4:** Contract to be signed and returned to Cork Sports Partnership by **31<sup>st</sup> May 2017**.

**Step 5:** Following receipt of contract, funding to host the event will be issued. Successful applicants will be required to complete and submit a brief report of the event including photos and a short video at the end of National Bike Week.