



## 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 28<sup>th</sup> April 2017.**

**Step 2:** The application will be acknowledged by Cork Sports Partnership following closing date on 28<sup>th</sup> April 2017.

**Step 3:** Successful schools/clubs/community groups will be issued with a contract by Cork Sports Partnership.

**Step 4:** Contract to be signed and returned to Cork Sports Partnership by **17<sup>th</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.