



Application Form

Please see attached guidance notes before completing this form



Name of Organisation _____

Name of contact _____

Job title _____

Address _____

_____ Postcode _____



Daytime Tel number _____

E-mail address _____



Do you have a strategy for managing transport at your site? What is the current status of your Travel Plan?



How many stands will you require? (Maximum of 10 stands)

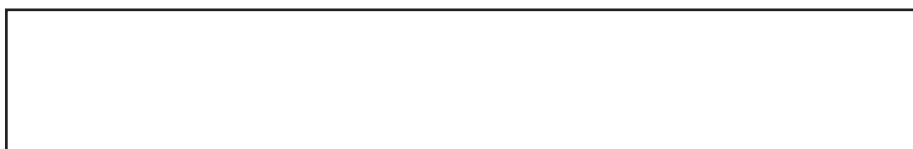


Where do you propose to place your cycle parking facilities?

Please attach a diagram or image to email:



What makes this a suitable location?



Please tick if you want any of the following:

- I would like cycle parking but have nowhere to put it please provide more information on cycle parking options
- Information and/or guidance on pool bikes.
- WestTrans Offerings - for the range of services and products that can support your sustainable travel initiatives (e.g. certificates & recognition scheme, bespoke travel information mapping, sustainable travel marketing campaigns, cycle training etc).

Please send your completed form by email or post to:

West London Travel Plan Co-ordinators
London Borough of Ealing
Transport Planning & Policy
4th Floor Perceval House, 14/16 Uxbridge Road
Ealing W5 2HL
Tel: 020 8825 9635 / 7223
Email: WestTransTravelPlans@ealing.gov.uk



Advice & Support

If you need advice or help in selecting the best location for your stands, or are having problems finding a contractor to install the stands, please contact Tim Forrester, or Uto Patrick – West London Travel Plan Co-ordinators on 020 8825 9635 / 7223 (WestTransTravelPlans@ealing.gov.uk) or contact the Cycling officer at your local borough.

- The stands must also allow enough spacing between each other and any other objects/walls. Guidance on best practice in the placing and fitting of cycle stands is available to download from the WestTrans website.
- Your cycle stands should be sited in a prominent position, convenient for cyclists.
 - Are they secure, easily accessible, sheltered from the elements?
 - Is there room for additional stands if demand increases?
- You could consider giving bikes priority over other forms of transport. For example, why not place your stands by a main entrance? Or convert a current car park space into a cycle parking area?
- Your attached photo (on the application form) should show where you plan to locate your stands in relation to buildings, car parking, passageways, etc. Include relevant detail such as doorways, windows and CCTV.
- We strongly advise you to consult the people who are likely to use the stands and involve Bike User Groups or your local borough Cycling officers wherever possible.



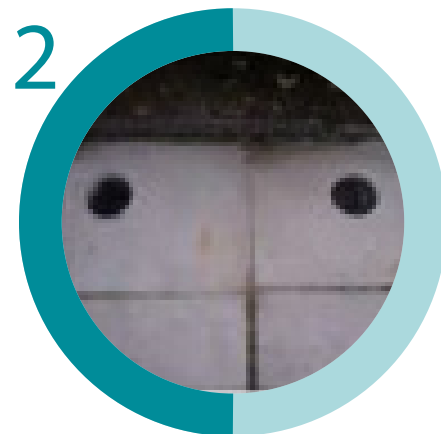


Installation Guidelines for Underground fixing Cycle Stands

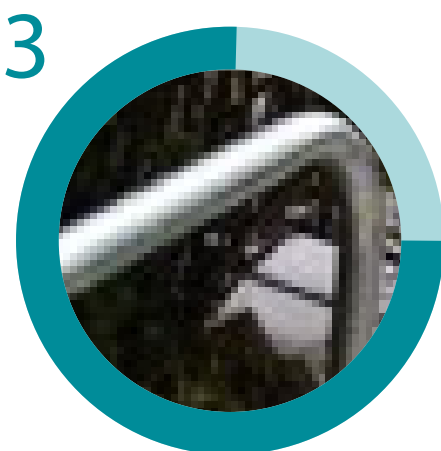
- Stainless Steel Sheffield stands (Underground fixing)
- **Finish** – Stainless Steel grade 304, satin finish.
- **Fixing** – Underground fixing dimensions: 750mm wide x 1000mm tall. 2.5mm wall thickness.
Approximate weight: 8kg



- Place the bike stand and mark the post position
- Drill Pilot Holes
- For an extremely neat finish, use a diamond cutter to drill to a depth of 50mm in the concrete/slab



- Evacuate the holes until they are 250mm deep



- Put the bike stand in the holes and use a spirit level to ensure it is level



- Pour in quick setting concrete
- Leave to dry