

Guide for employees.

Get started with EpassiBIKE.

A person with their back to the camera, wearing a red hoodie, is sitting on a dark wooden bench. To their left, the handlebars and front of a white bicycle are visible. The background is a soft-focus park scene with trees and sunlight filtering through the leaves.

The logo for EpassiBIKE, featuring a stylized bicycle icon in white and orange, followed by the text "epassiBIKE" in a white sans-serif font, where "epassi" is lowercase and "BIKE" is uppercase.

Table of contents.

This is EpassiBIKE employee benefit.	3
This is why EpassiBIKE is beneficial to you.	4
This is included in a bike benefit.	5
This is how the savings works.	6
This is how you order a benefit bike.	7
This happens in situations of changes in employment.	8
This happens when the leasing period ends.	9
Questions and support.	10

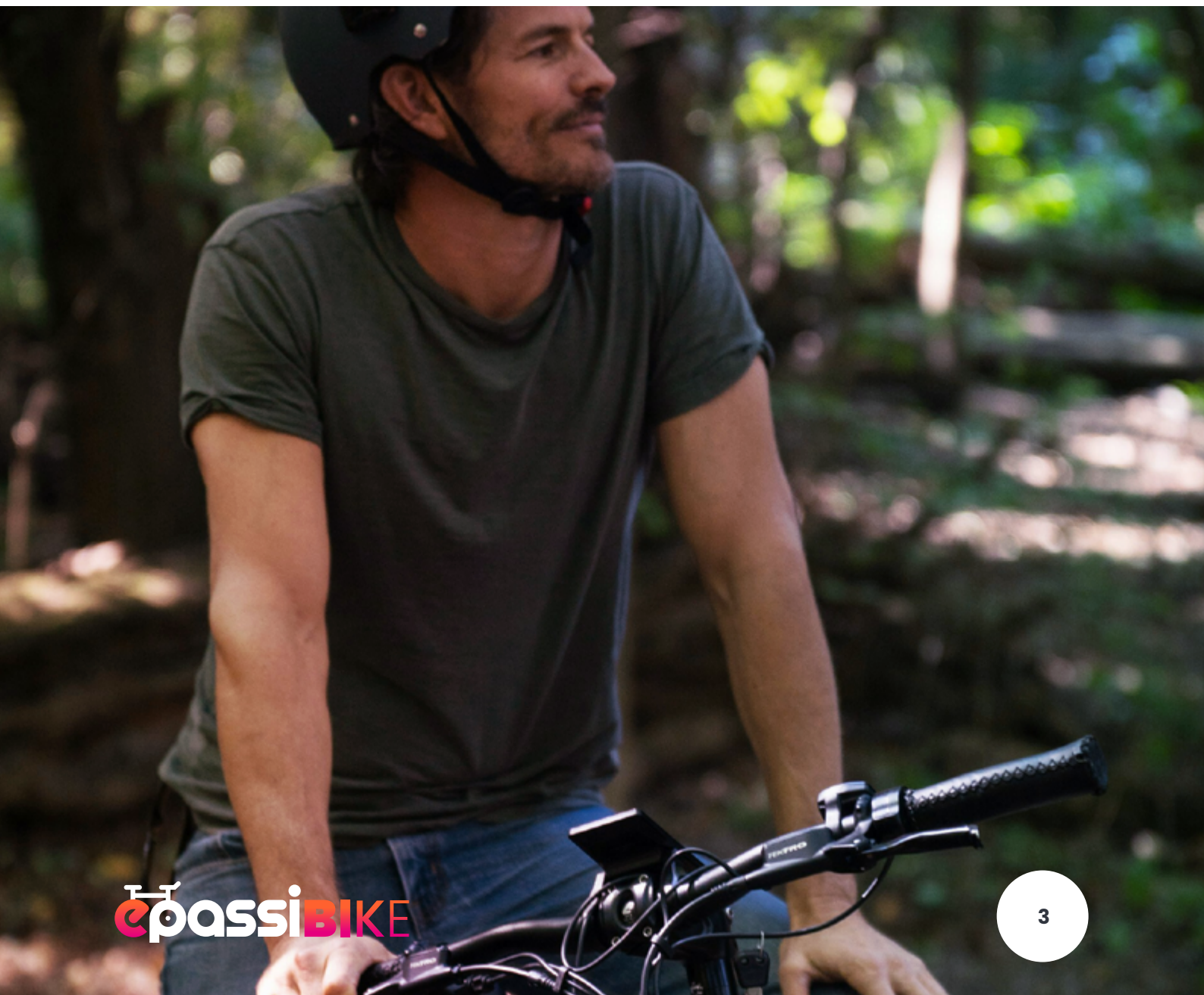


This is EpassiBIKE employee benefit.

EpassiBIKE is the complete bike benefit for your well-being. The benefit is a fantastic asset that employers can offer you as an employee. This gives you the opportunity to easily lease a bike through a monthly and automatic deduction from your gross salary, over a three-year period. You are then offered to buy the bike for the low residual value. Thanks to the favorable taxation, the total price is on average 20-35% cheaper than if you were to buy a bike without using your benefit.

So, how about a smooth transport to work, a mountain bike for the forest track or an electric bike for longer excursions? You choose what suits you best.

Order your dream bike today and boost health, finances and the environment at the same time!



This is why EpassiBIKE is beneficial to you.



Minimal cost.

Thanks to the favorable taxation, the price is on average 20-35% cheaper than if you were to buy a bike without the benefit.



Free transportation.

After all, the biking itself is completely free, which means that you can save large sums if you skip taking the car or public transport.



Smooth partial payment.

Thanks to flexible leasing, you can buy your dream bike without burning your wallet. Instead, you pay in a pace that suits you. Bikes ordered via EpassiBIKE benefit have warranties for the total of 3 year contract period.



Fast delivery.

Once you've placed an order, you usually only have to wait a few work days to enjoy your dream bike.



Flexibility according to your needs.

A smooth transport to work, a mountain bike for the forest trail or an electric bike for longer excursions? Order in store or via online form. Whatever suits you best.



You make an environmentally friendly choice.

Biking is an environmentally friendly option. Choose the bike instead of the car once a day and reduce CO2 emissions by 0.5 tons per year.



Boosts your health.

Biking is a great and easy way to stay active and to boost your health. In addition, a bike ride to work is a really nice start of the day!

This is included in a bike benefit.

» Bikes.

The benefit basically covers all types of bikes and is therefore suitable for all tastes. Choose between traditional bikes, mountain bikes, hybrid bikes and electric bikes (max. power 250 W and 25 km/h). Please double check with your employer if they have set a maximum price before ordering your bike. Thanks to EpassiBIKE's large partner network, there are endless options to choose from.

Choosing the right bike is not always simple. For those of you who feel somewhat unsure – remember that you can always take help from experts in our partner stores to find something that suits you.

» Accessories.

The bike benefit also includes equipment that is fixed parts of the bike, such as lights, locks and winter tires. However, the tax exemption does not cover non-fixed equipment such as helmets, shoes, bike bags or trailers. Below we have listed approved accessories that are included in the bike benefit. Please note that according to the Swedish Tax Agency, bike accessories must be ordered together with a bike in order to be covered by the benefit.

- Ring bell
- Bike light
- Bike basket
- Splash cover
- Bike lock
- Pedals
- Winter tires
- Bike adaptation
- Installation and delivery costs



» Insurance.

It is you as an employee who is responsible for having your benefit bike insured throughout the leasing period. Double check that your home insurance covers benefit bikes before you place your order.

If something were to happen with the bike, Epassi will cover the home insurance deductible cost up to 50K SEK. That way Epassi can ensure that you will receive a new benefit bike without paying anything extra.



This is how the savings work.

The total cost of your benefit bike is based on the original price of the bike and accessories. For bikes of lower cost, the benefit is 100% tax-free, and the payment is then handled solely via gross salary deduction. If, on the other hand, you lease a somewhat more expensive bike, which exceeds 3000 SEK during a tax year, you are taxed on the excess part. Try our price calculator at epassibike.se to calculate your possible savings. You will also find examples further down this page.

As the benefit is offered as a deduction from your salary, you pay less tax. So – the higher the tax rate, the more you save! In addition, your employer's savings on social costs, thanks to the gross salary deduction, means that your leasing cost will be even lower.

Each leasing agreement is valid for 3 years, after which you are offered to buy the bike for the low residual value. During the leasing period, the finance company owns the bike.

Examples – this is how you can save.

Example 1.

- Original bike price: 9.500 kr
- Tax: 33%
- Monthly net cost: 163 kr
- Estimated bike value after 3 years leasing: 1,900 kr * (usually around 20% of the original price)
- You save (kr): 1,732 kr
- You save (%): 18%
- Calculation: $9.500 \text{ kr} - (163 \text{ kr} * 36 \text{ months} + 1,900 \text{ kr})$

Example 2.

- Original bike price: 20.000 kr
- Tax: 55%
- Monthly net cost: 230 kr
- Estimated bike value after 3 years leasing: 4.000 kr * (usually around 20% of the original price)
- You save (kr): 7.716 kr
- You save (%): 39%
- Calculation: $20.000 \text{ kr} - (230 \text{ kr} * 36 \text{ months} + 4.000 \text{ kr})$

This is how you order a benefit bike.

Find your dream bike in one of our [partner stores](#) or order [online](#).

To order a benefit bike you need to enter your personal EpassiBIKE code. You find this in the Epassi app under "Balances" or when you log in at [epassi.se](#).

Download the app via [App Store](#) | [Google Play](#).

ORDER ONLINE.

1. Discover the range of bikes at [epassibike.se](#) and place an order with your EpassiBIKE code. You can find this in the Epassi app or when you log in to [epassi.se](#).
2. If you want to order from one of our [partners'](#) online stores instead, you can use the [online form](#) and link to your desired bike.
3. Once you've placed an order, you usually only have to wait a few business days to enjoy your dream bike.
4. As soon as you have received your benefit bike, you [confirm the delivery](#). Then just hop on and start biking!

ORDER IN STORE.

1. Visit one of our [partner stores](#). Find the network at [epassi.se](#). Choose a bike and optional accessories together with the seller on site.
2. Log in to the Epassi app or at [epassi.se](#) to see your EpassiBIKE code. Show this to the seller.
3. The order is processed by us within a few work days, after which you can pick up your bike in the store.
4. As soon as you have received your benefit bike, you [confirm the delivery](#). Then just hop on and start biking!

Some of our partner stores:





This happens in situations of changes in employment.

The bike benefit can easily be transferred to your next employment in the event of changes in your work situation. If you end your employment with the employer where you had EpassiBIKE, you have the options below.

» Transfer the contract to your next employer.

Continue to lease your benefit bike as usual, but through your new employer. Please note, however, that this requires the approval of the new employer as they have to sign a service agreement with Epassi.



» Redeem the bike for the residual value.

If your next employer does not approve the contract with EpassiBIKE, you can redeem the bike by paying the remaining residual value. If you don't want to redeem the bike, you can return it to Epassi's appointed merchant partner for a 2500 kr deductible return fee. The Bike needs to be in proper shape. This Interruption protection can be used when the employment ends.

» In case of longer unpaid absences from the workplace.

If you are for some reason away from your workplace for a longer unpaid period, you have the following opportunities:

1. The lease payments during the period of absence are deducted from your last salary before the absence.
2. The lease payments during the period of absence are deducted from your first salary after returning from the absence.
3. End the lease by paying all the remaining costs at once.
4. Interruption protection can be used in cases with longer absences and when salary payments ends. This means you can return the Bike to Epassi's appointed merchant partner for a 2500 kr deductible return fee.

This happens when the leasing period ends.

At the end of the leasing period, you as an employee can redeem the bike for the residual value. In general, you can expect the cost to be around 20% of the original market price after a three-year contract. If you do not wish to redeem the bike, you are obliged to return it to EpassiBIKE.

Please note that the following conditions applies to be able to return a bike after the lease period. If the requirements below are not met, you are obliged to redeem the bike.

- The frame is straight and has no major damage.
- The wheel rims are in good condition, no broken spokes.
- The gears are in good condition.
- The brakes are in good condition.
- The tires are in good condition.
- In the case of an electric bike, the electric function must be operational.





Questions and support.

We will of course answer all bike benefit-related questions and help you as much as we can so that you can enjoy the bike of your dreams!

Find more information at epassibike.se or chat with our support directly on the web.

Regarding other questions about accounting, taxes and other legal advice, we refer you to Skatteverket.