

Application to Hire Community Bus



I (Name) _____ of (Address) _____

Hereby make application on behalf of (Group): _____

Name of Driver: _____ MDL Number: _____

Journey Details (Proposed route): _____

I will be picking up the bus on (Date) _____

at (Time) _____ and returning it on (Date/Time) _____

**Please ensure sufficient time is added in returning date listed above to allow for cleaning of the bus.*

A Fuel card is supplied and prior to returning the bus to the Yilgarn Shire Depot, it must be full of fuel and cleaned thoroughly inside and out. **If a bus handover must occur within a current booking, the club/group receiving the bus will take full responsibility for any cleaning or issues at the time of the handover.**

***Please note: A Cleaning charge of \$450 will be issued if the vehicle is returned not cleaned (note: this is NOT a service offered) and may affect your option to hire again in the future.**

<u>Hire Rates</u>	<u>Not for profit (incl fuel)</u>	<u>Commercial (excl fuel)</u>
Cents per Kilometre	\$0.66	\$0.99

Community Bus Trailer hire per day \$50

Declaration ~

I agree to be responsible for and indemnify the Shire of Yilgarn for any loss or damage that is caused to the bus either by negligence, unskillfulness or improper use by any person.

I also agree to observe all provisions of the Traffic Act, its regulations and the conditions of hire applicable. It should be noted to drive the bus it is necessary to hold a 'LR' classed MDL and if you are transporting paying customers, you will need to hold an 'PTD' authorisation.

I hereby agree to pay all hire charges and/or additional costs associated with the hire of the Community Bus. I acknowledge that a deposit or part/full payment may be required prior to hire. **A bus hire bond of \$300 will be charged prior to hire of the bus, and can either be held in trust or returned to the hirer upon conclusion of hire, and return of bus has passed inspection.**

Signature of User or his/her agent: _____

Date: ____/____/____

Copy of licence attached: Y N

Application to Hire Community Bus



Office use only:

Community Bus Fees to be paid by:

EFT Cheque Cash Invoice Card payment

Community Bus Bond to be paid by:

EFT Cheque Cash Card payment

IF CARD DETAILS ARE TO BE HELD ON FILE FOR DURATION OF HIRE FOR BOND

Hirer to complete the Credit Card details box at the bottom of this page to keep card details held on file until the return of bus (and upon passing return inspection).

I, _____, understand that by signing and providing card details below, that the card may be charged the bond of \$300.00 if any damage has occurred to the community bus, and that all credit card details provided are true & correct and funds are available if required, and card is able to make payments via MOTO EFTPOS transaction.

RETURN OF BUS / RETURN OF CARD DETAILS SLIP

The Credit Card details slip at the bottom of this form will be returned upon passing return inspection.

Staff member returning Credit Card details slip: _____

Hirer name and signature confirming return of Credit Card details slip:

Name: _____ Signature: _____

Date of return: _____

Credit Card Details – to be held on file until bus is returned and passes inspection.

Name: _____ Date: _____

Credit Card Number: _____ Expiry: ____/____ CVV: _____