

Wundowie Bus Hire Sheet

Date.....

Receipt.....

Contact Person.....

Hirer.....Phone.....Mobile...
..... Email.....

Intended use e.g. Describe destination, number of people, and purpose of journey.

Date...../...../..... Time out..... Time Back.....

Driver One

Driver Two

Licence Number Licence Number.....

Licence Class..... Licence Class.....

Signature..... Signature.....

Phone Number..... Phone Number.....

Is the bus going to be driven at night or on gravel as part of this booking?

If yes please provide details

Approved by CEO or Authorised Officer.....



PLEASE RETURN THIS FORM BACK TO THE LIBRARY, THANK YOU.

Hirer.....

Date...../...../.....

(Driver to fill in)

Pre Use Check Odometer Reading.....

Item	Check	Comments
Fuel		
Oil		
Tyres		
Coolant		
Window Hammers		

Check Completed By.....

Signature.....

Date...../...../.....

Post use Check Odometer Reading.....

Item	Check	Comments
Fuel		
Oil		
Tyres		
Coolant		
Window Hammers		

Check Completed By.....

Signature.....

Date...../...../.....

Office Use Only

Mileage used by patron..... X \$1.10 = \$.....

Minus Deposit Paid (if any)..... = \$.....

Total Owing = \$.....

WUNDOWIE COMMUNITY BUS - CONDITIONS OF USE

The bus is garaged at the Men's Shed in Wundowie. This is where the bus is to be collected and returned.

These rules apply to all users of the bus.

- A deposit of \$50 is payable prior to collecting the community bus. This is the minimum payment to hire the bus and is refundable (i.e. will be deducted from the total amount).
- The odometer is to be recorded on the forms provided at the commencement of use and upon the return of the vehicle. Usage is charged at \$1.10 per kilometer.
- The community bus booking sheet must be completed and payment of mileage receipted when keys are returned.
- Keys are to be returned to the Wundowie Men's Shed Community Bus Coordinator **the next morning**.
- The bus is only to be driven by the registered driver who holds the appropriate Licence.
- The bus holds **20 people plus the driver** and all passengers are to remain seated with seatbelts whilst the bus is in motion.
- No smoking or consumption of alcohol is to take place on the community bus.
- The bus is to be returned **cleaned and re-fuelled**.
- When inspected, any cleaning or repairs required will be charged to the group responsible for hiring the bus.
- Any damage/accident or incident involving the bus is to be reported as soon as possible using the accident/incident report form and handed into the Men's Shed Community Bus Coordinator.
- In the event of uninsured damage occurring to the bus as a result of negligence or the breach of any of the aforementioned rules, the hirer of the bus may be held liable for the costs of repairs.
- The hirer shall be responsible for the payment of any excess payable to any insurance claim arising from the hire of the bus.
- Maintenance to the bus is only to be carried out by persons authorized by the Shire of Northam.
- In case of a breakdown the responsibility of the Shire of Northam is solely for the bus.
- Transportation of passengers shall be the responsibility of the hirer.

In signing this form I have read and understood the Conditions of Use for the Shire of Northam's Wundowie Community Bus. I agree to be bound by these rules and acknowledge that a breach of these rules may result in the person or group being responsible for any damage that may occur.

.....
Signature

.....
Position in Hiring Group

...../...../.....
Date