

## **Application to Hire Community Bus**

(Name)	of (Address)
Hereby make application of	on behalf of (Group):
Name of Driver:	MDL Number:
	I route):
The bus will be picked up	on (Date)
at (Time)	and returning it on (Date/Time)
*Please ensure sufficient time	e is added in returning date listed above to allow for cleaning of the bus.
Federal Funded Organisa returning the bus to the Y inside and out. The bus no prior to returning it to the Y booking, the club/group or cleaning or issues at the ti *Please note: A Cleaning	the Not-for-Profit hires only. For Commercial / For-Profit / State or ation hires, the Hirer is responsible for fuel payments. Prior to filgarn Shire Depot, it must be full of fuel and cleaned thoroughly eeds to undertake an inspection at the Yilgarn Shire Admin Office Yilgarn Shire Depot. If a bus handover must occur within a current rother entity receiving the bus will take full responsibility for any me of the handover.  Charge of \$450 will be issued if the vehicle is returned not cleaned ce offered) and may affect your option to hire again in the future.
Hire Rates	
Not for profit: Cents per le Commercial / For Profit / Community Bus Trailer him	State or Federal Organisations: Cents per Kilometre - \$0.99
	for and indemnify the Shire of Yilgarn for any loss or damage that by negligence, unskilfulness or improper use by any person.
hire applicable. It should b	provisions of the Traffic Act, its regulations and the conditions of e noted to drive the bus it is necessary to hold a 'LR' classed MDL paying customers, you will need to hold a 'PTD' authorisation.
Community Bus. I acknow hire. A bus hire bond of \$	hire charges and/or additional costs associated with the hire of the dedge that a deposit or part/full payment may be required prior to \$300 will be charged prior to hire of the bus, and can either be to the hirer upon conclusion of hire, and return of bus has
Signature of Hirer:	
Date://	Copy of licence attached: Y N



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

I, (Name)by signing and providing ca	, understand that the card may be charged the bond of
\$300.00 if any damage has	s occurred to the community bus, and that all credit card detail t and funds are available if required, and card is able to mak
OFFICE USE ONLY:	
Bus hire fees to be paid by:	
Bank Transfer Chq/C	Cash EFTPOS Invoice
Bus Bond to be paid by:	
Bank Transfer Chq/C	Cash EFTPOS Card Details Prev.Paid to S (Ref to page 2) (Confirmation R
Bond: \$	Has it been paid/detail provided? Yes No
Hire Checklist Form compl	eleted by:
Staff member name:	Signature:
*Hire Checklist Form is available in	n the 3.Forms folder on shiredata under the Bookings & Hire section.
RETURN OF BUS / RETUR	RN OF CARD DETAILS SLIP
	at the bottom of this form will be returned upon passing retur
Staff member returning Cred	dit Card details slip:
Hirer name and signature co	onfirming return of Credit Card details slip:
Name:	Signature:
Date of return:	
	anting return of card details, or for staff to destroy the details on bers must complete the following:
Name:	Signature:
Name:	Signature:

Credit Card Number: \_\_\_