



Shire of Pingelly

Community Bus Hire Form 2019-20

Name/Organisation		Contact Person	
Billing Address		Phone	
Date of Collection		Date of Return	
Time of Collection		Time of Return	
Drivers Name		Drivers Phone	

Hire Charges

- A bond of \$100 is to be paid prior to keys being issued;
- The Shire of Pingelly charges a hire rate of \$1.30 per km;
- The minimum hire rate is \$35.00;
- Full day hire rate is \$230.00; If cleaning of the inside or outside of the bus is required a charge of \$65.00 for the first hour will occur, with additional time being charged at \$24.00 per 15 minute block thereafter; and
- The hirer is responsible for the first \$1000.00 of any malicious damage.

Hire Conditions

- Drivers must hold a valid minimum LR class drivers licence which is to be produced to the Shire of Pingelly to be copied;
- Keys for the community bus are to be collected and signed for at the Shire Office, and are to be returned to the Shire Office at cessation of hire;
- Pick up and return of community bus is at the Shire Depot located on Review Street, Pingelly;
- The Bus needs to be cleaned inside and outside prior to being returned to the Shire Depot;
- Cleaning equipment for the community bus is located within the back of the bus;
- The community bus is hired out with a full tank of fuel and is to be returned full;
- Failure to return the bus with a full tank of fuel will result in the hirer being invoiced for fuel charges and administration fees; and
- The pre and post inspection form is to be completed and returned to the Shire Office upon return of keys.
- Please return bus facing forwards. Do not back in to the shed.

I, _____ have read the above charges and conditions relating the hire of the Community Bus. I understand and agree that any loss or damage arising from my use of the Community Bus, whether by negligence, inexperience, improper use or accident will result in the loss of my bond and appropriate charges for loss/damage being invoiced directly to me.

Applicant Signature :	Date :
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Office Use Only Booking Confirmed & Entered into Bus Diary
 Bond Paid in Full Trust # Receipt #