

Stryder Inc.
Section 4 Work Health & Safety and Vehicle Management Document 4.02-4-1
Application to Hire Vehicle

All possible care must be taken by the hirer and any damage or maintenance, including cleaning, will be paid for from the bond. It is agreed that insurance excess will be paid by the hirer, should the vehicle be involved in an accident, if using own driver.

Name of person applying			
Group/Organisation			
Address			
Phone			
Email			
Contact Name			
Contact Mobile			
Date of Hire		Date to be returned	
Time of Hire		Time to be returned	
What is the destination?			
Number of people requiring transport	Adults	Children	Staff/Volunteers
Do any people require wheelchair hoist	Yes/No. If yes, how many?		
Do you require a driver?	Yes/No. If no, complete your driver details below. Please note, your driver will be required to take an onsite induction prior to hire day.		
Your driver's name			
Your driver's mobile number			
Your driver's address			
Your driver's licence no.		Class	Sighted
A copy of your driver's RMS driving record attached	Yes/No		
If overnight hire, where will vehicle be kept?			
Agreed Bond	\$400 Bus only (ie. minor damage, cleaning fee, if applicable) OR \$50 Bus with Stryder Driver (ie. cleaning fee, if applicable)		
Extra km charge	.50c per kilometre for each kilometre travelled over 200km in one journey.		
Stryder Driver	A Stryder driver can be provided for an extra charge. A break of 30 minutes for every 5 hours worked is required.		
Cancellation Fee	75% cancellation fee if cancelled less than 5 working days.		

I am the authorised representative of the Hirer and I understand that:

- i. The bus is to be returned in the condition provided.
- ii. The bus may only be used for the purpose and destination stated in this application form.
- iii. The bus is to be returned with a full tank of fuel. If not, fuel will be charged at .50c per km.

- iv. In the case of an accident or breakdown you will contact the Stryder Emergency Contact Person immediately - emergency numbers can be found in the vehicle folders.
- v. In the event of an accident the group using the vehicle will take responsibility for the insurance excess, if using own driver.
- vi. In the event of a breakdown or accident the group using the vehicle will be responsible for making alternative arrangements for the transportation of passengers.
- vii. In the event of breakdown or accident the group using the vehicle will be responsible for remaining with the vehicle until it is repaired, or, make arrangements for it to be taken to the agreed upon garage.

I, _____ on behalf of _____
 Print Name Group/Organisation

Have read the conditions of contract and agree to abide by them. I am aware that any breach of these conditions will result in the loss of privilege and the agreed deposit.

 Signature Date

BILLING DETAILS:

One-off hirers are required to pay on or before day of hire. Credit card facilities available by phoning 9816 5000.

For EFT payments, our bank details are:
 St George Bank
 BSB: 112879
 Account: 039 555 169
 Reference: <company name/date of hire>

For regular hirers, a monthly invoice can be raised. Terms are 14 days. Please provide the following details:

Billing Name			
Billing Postal Address			
Purchase Order Number			
Accounts email address			
Accounts Contact Name		Accounts Contact Phone Number:	

THIS APPLICATION TO BE COMPLETED AND RETURNED TO:
 Stryder Inc, PO Box 162, Gladesville, 1675 or by email to transport@stryder.org.au

OFFICE USE ONLY:

Hire Approved	Yes/No	By (staff name):		
Agreed Bus Hire Charge, excluding GST	\$	TOTAL Including GST	\$	
Date Approved		Date vehicle orientation completed with driver		
Date Vehicle Returned		Condition	Excellent / Good / Poor	
Recommend Deposit be refunded	Yes/No	Date deposit returned to Hirer		
Hire completed and deposit returned – Staff signature:				
Comment:				

DOC 4.02-4-1	Application to Hire Vehicle			Date Approved 16/10/12	
Date Document due for review	Last Date Document Reviewed:	Amendments	Positions informed/trained in amendments	Method	Date
01/03/21	04/04/19	Billing Address Details		Filed	02/02/18