



HIRE OF COMMUNITY BUS APPLICATION FORM

In person: 65 Homebush Road, Strathfield NSW 2135
Mail: PO Box 120, Strathfield NSW 2135
Phone: 02 9748 9999

Facsimile: 02 9764 1034
Email: council@strathfield.nsw.gov.au
Web: www.strathfield.nsw.gov.au

PART A - APPLICANT'S ORGANISATION AND DETAILS

Name of organisation / group _____

Address of organisation _____

Contact person (name) _____

Telephone _____ Mobile _____

Email _____

Description and main activities of group and purpose of the proposed bus hire _____

Reduced hire rates (ie community rates) apply only to non-profit organisations based in the Strathfield Local Government Area. Please attach evidence of non profit status eg copy of Constitution or Certificate of Incorporation if you are applying for reduced community hire rate.

PART B – HIRE DETAILS

Date bus required * _____

Reason for bus hire _____

Pick up time _____ am/pm Return time: _____ am/pm

Destination _____

** Subject to Council's discretion and availability.*

PART C – DRIVER DETAILS

Driver's name _____

Driver licence number * _____ Telephone _____

** Minimum LR Class Drivers' Licence is required to operate the bus. Please provide a photocopy of Driver License upon payment.*

PART D – HIRE RATES FOR 2009-2010

CATEGORY A - Non profit organisations based in Strathfield Local Government Area.	\$110.00 (GST included)
CATEGORY B - All other usage	\$220.00 (GST included)
BOND – Security and cleaning bond is required for all hire categories and is refundable depending upon the condition of bus upon return	\$250.00
Other expenses	The driver is responsible for refuelling prior to return to Council. Any traffic or parking fines are the responsibility of the driver/group.

Subject to Council's discretion and availability. Priority will be given to Council programs. Cancellations will incur a \$10 administration fee

PART E – APPLICANT'S DECLARATION

This application is submitted by (please print) _____ and I declare that I have read and comply with the *Conditions of Use for Hire of the Strathfield Council Community Bus*; that I take full responsibility for the hire of the bus; that the bus will be returned in a clean and tidy state; that the bus will be used only for the purposes approved by Strathfield Council stated in this application; that the bus will be refuelled upon return, and that the information contained in this application is complete and accurate.

Signature _____ Date _____

Position _____ Telephone _____

PART F – DRIVER'S DECLARATION

I, _____ declare that I have read and agree to the Driver Code of Conduct; that I have no known condition that will impede my ability to drive the Strathfield Community Bus and that the bus will not be driven by any person(s) other than me, the nominated driver.

Signature _____ Date _____

PART G – PAYMENT & CHECKLIST

Bond \$100.00 *refundable according to condition of bus upon return*

Charge rates \$

TOTAL \$

Please make cheques payable to Strathfield Municipal Council and post or deliver form to Customer Service, plus (please tick):

- payment
- copy of driver licence (if applying for first time)
- evidence of non profit status eg copy of Certificate of Incorporation or Constitution of organisation (if applying under Category A or B for the first time)
- have read Driver Code of Conduct
- have read Conditions of Use for Hire of the Community Bus
- have arranged a time to collect the keys

For further information, please contact Community Services on 02 9748 9999.

Privacy Statement

Personal details requested on this form are being collected and will only be used for the purpose of processing your application. The supply of information by you is voluntary. If you cannot provide or do not wish to provide the information sought, the Council may not be able to process your application. Access to the information is restricted to Council officers and other authorised people. You may make application for access or amendment to information held by Council.