

Phone: 07 4621 8000 Fax: 07 4655 3131

email: council@bulloo.qld.gov.au

ABN 77 018 448 039

All correspondence to be addressed to:
The Chief Executive Officer

PO Box 46

THARGOMINDAH QLD 4492

Council Bus Hire Form

(ALL HIRE APPLICATION FORMS TO BE APPROVED BY THE CEO)

Normal Hire rates will apply except for when use is for:-

• The Thargomindah State School

• As a shuttle bus for Community functions

About this Form:	Use this form to apply for the use of the Council Bus		
	To be use in conjunction with BSC Community Use of Council Bus Policy.		
Lodgement:	Please complete all of the details below. This form is to be submitted no less than one (1) week before the date of hire.		
	Bookings will be confirmed only when hire form has been submitted.		
	Requests for waiver of fees must be approved at an Ordinary Meeting of Council and MUST be received 8 days prior to the meeting . (Meetings are held on the third Tuesday of each month)		
Requirements:	The nominated driver will need to have a LR (Light Rigid) licence.		
	☐ A copy of nominated driver licence is attached		
	Hirer is required to supply insurance details.		
	☐ A copy of insurance 'Certificate of Currency' attached		
Important:	The vehicle is covered by RACQ Roadside assistance. Please call 13 1111 if any mechanical issues arise while the bus is in your possession.		
	You must also contact Bulloo Shire Council's Plant Coordinator, Helen Taylor on 0407 426 334 to advise of the breakdown.		
Any Questions?	Please contact Bulloo Shire Council with any enquiries on (07) 4621 8000 during business hours (8:30am – 4:00pm).		
I,			
<u></u>			
On behalf of: (Organisation)			
Apply for the hire of the council bus for the following event/s:			
The bus will be picked up o	on: / / At: AM/PM		
Anadaa ili ka wata waa da aya			
And will be returned on:			
The Bus will be travelling from Thargomindah to:			
Hirer Signature:	Date:		
	(Today's Date)		
Phone:			
Email:			
Postal Address:			



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CONDITIONS TO APPLY TO THE HIRE OF COUNCIL BUS

- 1. Plant Hire Transfer Note MUST be completed and signed off by both Hirer and Council Officer before keys can be issued and upon return of vehicle.
- 2. The Nominated Driver/s must be the only person/s to drive the bus. If any other person drives the bus this will nullify the insurance cover and the hirer will be responsible for all claims.
- 3. Driver MUST complete Council Vehicle Log Book and Pre Start Book daily (these are located in glove compartment of vehicle)
- 4. The bus must be operated in line with NHVR Fatigue Management Regulations.
- 5. The bus is to be returned to the Council Office no later than 4:30pm on the day following the hire, if not required by the Council prior to that time.
- 6. Council may impose a penalty charge of the full hire rate per day if condition five is not met.
- 7. I/We/My organisation undertakes to return the vehicle fully fueled and in a clean condition at the time stated above. Should the vehicle not be returned in a clean condition, we undertake to pay an additional charge of \$50.00 minimum. For the definition of "Clean condition" as stated above, refer to attached checklist. Upon return of the bus, the hirer will be required to have the bus checked for cleanliness by a designated Bulloo Shire Council staff member.
- 8. To assist Council staff in assessing any deterioration in the performance of the bus, it is necessary for all hirers to accurately complete the particulars in the Logbook and Daily Pre Start Book located in the glove compartment.
- 9. The hirer shall be responsible for and shall make good and repair, to the satisfaction of the Council, all damages to the bus occurring during the use and caused by negligence or default of the hirer, his servants, agents or any other person entering the bus pursuant to or in exercise of the rights or any of the rights hereby granted to the hirer.
- 10. If the hirer shall fail, neglect or refuse to make good or repair any damages for which he is responsible, as referred to in the preceding paragraph, the Council shall be at liberty to repair and make good the same and the hirer shall pay to the Council, upon demand, all the sums of money reasonably incurred by Council in so doing.
- 11. The hirer will indemnify and keep indemnified, the Council from and against all actions, suits, proceedings, claims and demands which may be brought and maintained or make against the Council.
 - a) By any of the servants or agents of the hirer for any cost occasioned or arising from the use of the bus.
 - b) By any person, or persons, arising out of loss, theft or damage to any property brought on to the bus by the hirer, his servants or agents.
- 12. It is the responsibility of the driver to ensure that children are correctly restrained in an approved child restraint that is suitable for their size and age and complies with the Australian standard.

Plant Coordinator Helen Taylor on 0407 426 334		
I hereby agree to the conditions of hire application.	e as set out in Council Policy and Plant Hire	
Customer Signature	CEO Signature Approved Denied	



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