

## 9 SEATER PEOPLE CARRIER HIRE/BOOKING AGREEMENT FORM

<b>Name &amp; Address of Hirer:</b>  <b>Postcode:</b>	<b>Name &amp; Address for recharge/invoice purposes:</b>  <b>Postcode:</b> <b>Recharge Code</b> (inc detail code)
<b>Contact Telephone No:</b>	<b>Contact Telephone No:</b>
<b>Approved Drivers Name</b>	<b>Driving License No</b> (if not Nithsdale Staff)
<b>Contact Telephone No:</b>	
<b>Approved 2<sup>nd</sup> Drivers Name</b>	<b>Driving License No</b> (if not Nithsdale Staff)
<b>Contact Telephone No:</b>	
<b>Dates and Times Required</b>	From:        /    /        at        hours To:            /    /        at        hours
<b>Details of Journey:</b>	Depart from:  Arriving at:
<b>No of Passengers</b>	Adults:  Children:
<b>Name and Address of Overnight stays:</b>	
<b>Reason for Booking:</b>	

I have read and agree to be bound by the current Oasis Youth Centre Management Committee's 9 Seater People Carrier Booking Regulations for the operation of Council owned vehicles.

**PLEASE SEE OVERLEAF FOR TERMS AND CONDITIONS**

**I AGREE:**

- a) To make the appropriate contribution to Oasis Youth Centre Management Committee on completing the booking form and on receipt of the invoice and keys
- b) To pay the cost of diesel/oil used
- c) To return the vehicle in a clean and roadworthy condition and with a full fuel tank
- d) To ensure that the driver of the vehicle has a driving license with category D1 (license to be presented on collection of the keys) and is over 21 years of age
- e) To record the mileage at the beginning and end of the period of hire on the form provided
- f) To ensure that the vehicle is collected from and returned to Oasis Youth Centre, Newall Terrace, Dumfries, DG1 1LW at the time arranged
- g) Accept responsibility for any parking fines including parking when returning the vehicle to Oasis Youth Centre
- h) To examine the vehicle carefully when collecting it and returning it, and report any deficiencies or damage on the form provided
- i) Vandalism and deliberate damage will be repaired and the cost of doing so passed on to the user responsible. Damage to the fabric is not covered by insurance. The group concerned can arrange for repairs to Oasis Youth Centre Management Committee's satisfaction or Oasis Youth Centre Management Committee will arrange for repairs and the cost sent on to the user responsible
- j) To the conditions of use of the vehicle as outlined overleaf

**Signed by Hirer:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**PLEASE RETURN ALL BOOKING FORMS TO:**

MARTIN HENRY

OASIS YOUTH CENTRE

NEWALL TERRACE

DUMFRIES

DG1 1LW

Email: [Martin.henry@dumgal.gov.uk](mailto:Martin.henry@dumgal.gov.uk)