

www.blenheimscouts.org

Blenheim Scouts "Community" Minibus
Terms and Conditions of Use

16 passenger seats plus 1 driver seat.

16 passenger seats forward facing and fitted with full seat belts.

All vans are fitted with a tow bar.

Insurance. Fully comprehensive including Mini Bus Plus Assistance breakdown service.

Conditions of Use.

Drivers must be between 25 and 70 years of age and have held a full, clean license for at least 2 years. Depending on the bus you are allocated, drivers may also need to hold a D1 entitlement on their licence. They will have this if they passed their car test before January 1997. Evidence of this will be required at time of booking. (It will not be acceptable to bring it with you when you come to collect the bus as keys. Please make sure you discuss this point with us to ensure you are allocated the right bus for your licence entitlement!

The minibus is for passenger use only! No goods should be transported inside the vehicle.

There is no eating and drinking permitted in the vehicle.

DETAILS OF ALL JOURNEYS TO BE ENTERED IN THE LOG BOOK. YOU WILL BE CHARGED FOR THE MILEAGE THAT IS STATED NEXT TO YOUR ENTRY IN THE LOG BOOK, THEREFORE IT IS YOUR RESPONSIBILITY TO ENSURE THAT THE CORRECT END MILEAGE HAS BEEN ENTERED BY THE PREVIOUS USER.

Our Insurance policy has an excess of £250 clause. In the event of damage users will be expected to contribute the sum of £250 on any single claim.

All passengers must have a seat i.e. 1 passenger to a seat. No sitting on laps! Seat belts to be worn at all times by all passengers whilst the vehicle is in motion. It is the drivers responsibility to police this and is also an insurance requirement.

All doors should be unlocked when the vehicle is in use.

Care and Security

The bus must be returned in a clean and tidy condition ready for next use.

Dust pan and brush are provided and all litter must be removed from the vehicle and placed in the bin by the car park gates.

Seat belts must be left untangled and in the closed position after use.

Report all faults and damage however small on the fault report sheet provided in the log book folder and inform Jill Burnett immediately when returning the keys.

Blenheim Scout Group Registered Charity No: 800528

Office, Scout Shop & Activity Centre Cheddar Grove School Field, Banwell Close, Bedminster Down, Bristol. BS13 7DS **Tel:** 0117 964 5555

Email: office@blenheimscouts.org

CORRESPONDENCE ADDRESS: Blenheim Scouts, 8 Bourton Walk, Bedminster Down, Bristol, BS13 7AL

Training and Activities Co-Ordinator : Charlotte Burnett, 12 Balmoral Road, Keynsham, Bristol, BS31 1AL

Email : activities@blenheimscouts.org **Tel :** 0776 216 1137

ACCIDENTAL DAMAGE MUST BE PAID FOR AND WILL BE CHARGED AT COST.

All buses comes with an All Star fuel card (located behind the drivers visor) for use when purchasing fuel. Should fuel be purchased elsewhere the receipts must be handed in with the keys and these will be taken into account when issuing bills. Invoices can not be altered later due to failure to supply bills when returning the keys.

**To cover insurance, maintenance and fuel, the following contributions are required.
All bills must be paid within 14 days of receipt.**

Period	Hire	Fuel / Mile
Any daytime period (up to 5.30pm)	£25	45p (Hire charge will be invoiced with mileage)
Evening only (from 6.00pm)	£20	45p (Hire charge will be invoiced with mileage)
Full day (up to 24 hours in any one day)	£35	45p (Hire charge will be invoiced with mileage)
Weekend (Fri eve 6pm – Sun eve)	£75	45p (Hire charge must be paid when booking)
Full week (Any block of 7 days)	£175	45p (Hire charge must be paid when booking)

Please also note that during school holidays and other busy times we reserve the right to charge ALL hire fees in advance to secure the booking and that all hire fees charged in these circumstances are strictly non refundable. Failure to pay these hire charges within 14 days of invoicing, may result in your booking being lost.

Mileage fee includes fuel in all cases, Blenheim Scouts have the option to change these fees without notice. All users will receive a copy of this notice should it effect you. Bookings are taken as an indication of acceptance of the conditions stated above.

Cancellation policy

All daytime, evening only and full day bookings that are cancelled with less than 48 hours notice will incur the full hire charge.

All weekend bookings that are cancelled with less than 4 weeks notice will incur the full hire charge.

All full week bookings that are cancelled with less than 6 weeks notice will incur the full hire charge.

Blenheim Scouts have the right to cancel your booking at any time, should the hire charge have been paid this will be refunded to you.

It is a condition of our insurance that all users have and hold their own personal copy of a small minibus permit (Section 19) a copy of this must be supplied for record purposes to Blenheim Scouts to be held on record. A separate permit is required for each bus you use (i.e if you use 2 of our buses, you need to hold 2 permits) please consult our website for details of where these can be obtained if you do not already have one.

Keys to be collected and returned to Jill Burnett, 8 Bourton Walk, Bedminster Down or as arranged.
(Mobile number 0783 719 8008)