**Sturry Parish Council  
Community Minibus Terms and Conditions**

* Sturry Parish Council (referred to henceforth as SPC) reserves the right to refuse any booking to any group.
* SPC reserves the right to ban any driver or group from using the minibus if it is felt that the rules of use have not been correctly followed or if damage or accidents involving the vehicle are not reported promptly.
* No driver except the approved drivers named on the form may drive the minibus at any time during the use. In exceptional circumstances if the designated driver become incapacitated while the minibus is away from its base, at Hersden Neighbourhood Centre a person over 25 and not more than 69yrs. Of age, which has held a full UK licence for 2 yrs., may drive but only to return the vehicle back to its base at Hersden.
* Any fines incurred during the use period, including those resulting from speeding and improper parking, will be the responsibility of the driver(s) named on the use form. Any prosecution of a driver arising from the use of the minibus, including any resulting from vehicle defects, will be the responsibility of the driver.
* Damage to the vehicle must be reported to Sturry Parish Council immediately.
* Should a driver provide false or misleading information to SPC and the insurance on the vehicle is invalidated as a result SPC reserves the right to take legal action against the driver in question.
* Drivers under the age of 25 or over the age of 69 may not drive the vehicle at any time. Drivers must have held their license for a minimum of 2 years at the time of use and be certified to drive D1 class vehicles, are MiDAS trained or hold a PSV licence to be able to drive the vehicle.
* If the vehicle is damaged in an accident the driver may be required to pay the £150 compulsory excess on SPC’s insurance.
* SPC reserves the right to cancel any booking of the vehicle if it is felt that the proposed purpose of the use is contrary to the objectives and values of SPC.
* Drivers must notify SPC of any changes to their driving license or criminal record.
* Drivers must not drive while under the influence of **any** alcohol, illegal drugs or “legal highs”.
* Drivers must not indulge in dangerous driving, racing or do anything likely to result in unnecessary damage or wear to the vehicle.
* The driver is responsible for maintaining adequate fuel, oil, coolant and water levels during the period of usage.
* If a tyre is damaged beyond repair by a driver through kerbing or being driven on when flat or punctured the driver will be liable for the cost of a replacement.
* Any engine damage resulting from the use of the wrong type of fuel will be the responsibility of the driver and he or she will be held responsible for the full cost of repair.
* If you are using the tail-lift, then you must provide a certificate that you have completed the training.

I, as a driver of the minibus belonging to Sturry Parish Council, acknowledge that I have read and understood all of the above and will adhere to the terms and conditions as laid out above, and the rules of use have been provided on a separate sheet and similarly understood. I accept the same terms and conditions, whenever my organisation hires the minibus either now or on future occasions.

**Name of Organisation:**

**Signed:**

**Print name of Driver:**

**Date:**