

Youth and Community Vehicle Hire

Where are we?

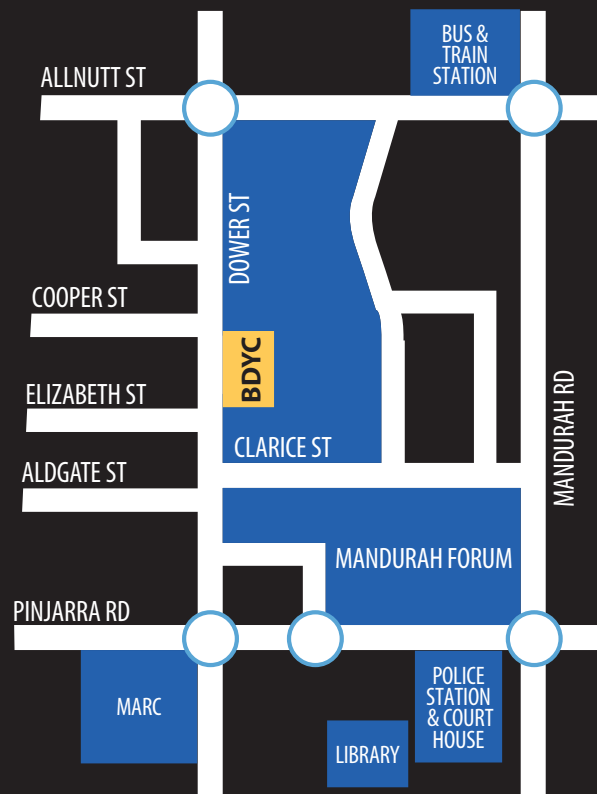
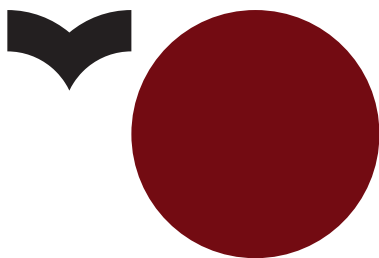
Billy Dower Youth Centre, 41 Dower Street, Mandurah

Van Location

Mandurah Library, 331 Pinjarra Road, Mandurah
(Entry via Third Avenue)

Toyota Commuter Van

- 12 seats (including driver)
- Automatic
- Fuel - diesel



Billy Dower Youth Centre (BDYC)
41 Dower St, Mandurah WA 6210

E: youth@mandurah.wa.gov.au

P: 9550 3670

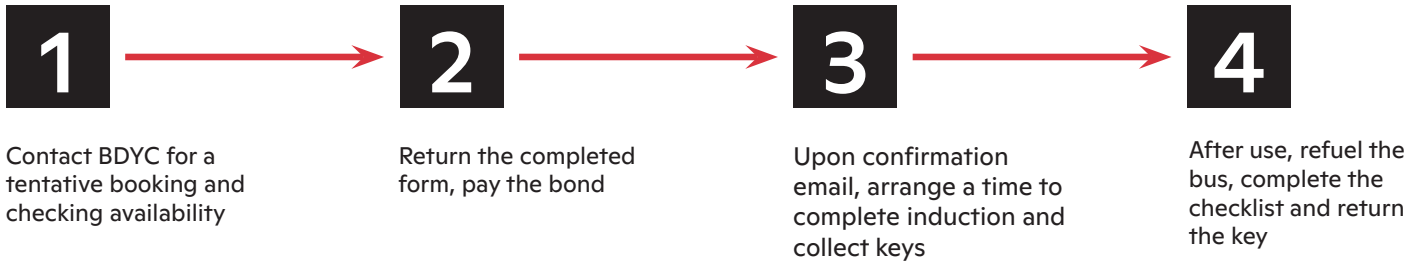
W: www.mandurah.wa.gov.au/youth



Van Hire

Application Form





Conditions of hire

Purpose

The priority for vehicle hire is to support youth activities. Vehicles will NOT be hired for any events involving alcohol.

Hire Cost

Vehicle use will be invoiced retrospectively based on kilometres used as recorded in vehicle log book

- Toyota Van – \$1.25 per km

Fees inc GST and cover the cost of fuel and other vehicle operational costs.

Insurance

The City of Mandurah provides comprehensive insurance for damage to vehicles. The hirer will be required to pay \$2,000 to cover the excess for any claims.

*Profit Making organisations will need to provide their own insurance cover for the hired vehicle.

Bond

A \$253 bond applies to all vehicle hire. The bond must be paid prior to date of hire. Pay at City of Mandurah administration in person or by phone on 9550 3777 during normal business hours.

Driver Induction

Drivers need to provide a copy of their current Drivers Licence. All drivers need to complete an induction to understand conditions of vehicle hire.

Keys

Collect keys from the Billy Dower Youth Centre during normal business hours.

Vehicle Checklist

Complete the vehicle checklist before departure and upon return.

If there is any damage notify youth centre staff immediately.

Refuelling the Vehicle

The vehicle needs to be refuelled after every use. Leave the fuel receipt with completed checklist in vehicle. A pin code and odometer reading are required to refuel vehicles and is provided during induction.

Cleaning the Vehicle

No food or drink are to be consumed in the vehicle.

The vehicle must be left in a clean and tidy state.

A cleaning fee of \$220 will be charged if the bus is not clean on return.

Return of Bond

Bond is returned on payment of invoice, providing vehicles are;

- Left in a clean and tidy state
- Refuelled
- No damage caused by your hire
- Keys are returned (if lost fee is \$50 per key)

Please note

The City of Mandurah will apply your bond to any breach of the Conditions of Vehicle Hire, including failure to pay accounts, unauthorised use or any other breach as deemed necessary by Executive Manager Community. Damage noted by the next hirer that you do not report, may be attributed to your organisation and could result in loss of bond

Complete this form and return to Youth Development at least 7 business days prior to your booking.

Your booking will be confirmed via email.

Application Form Van Hire

Name and Address of applicant/group/club:

Intended use of vehicle: _____

Pick Up Date : _____ Return: _____

Pick Up Time : _____ Return: _____

Person responsible for this booking

Name: _____

Phone: _____

Email: _____

Drivers Details

Name: _____

Address: _____

Phone: _____

Drivers License number: _____

Expiry Date: _____

Applicant's Declaration

I _____
acknowledge that the information on this application is true and correct and that I have read and agree to the booking procedure and accept all conditions of hire.

Sign: _____ Date: _____

