



## **Responsibilities of Hirer**

**The hirer shall be responsible for the following in regard to the Minibus:-**

- The hirer is responsible for the actions of the driver and passengers at all times.
- The hirer is responsible for any damage caused to the vehicle by any driver or passenger for the duration of the hire.
- Drivers must complete the Driver's Daily Check/Log Sheet prior to driving.
- Any defects must be entered in the Defect Form and the Defect Form must be completed for every journey. Nil returns are required.
- Drivers are required to make themselves aware of the breakdown procedures which are contained in the vehicle folder.
- Drivers must not drive whilst under the influence of drugs or alcohol.
- Any fines or prosecutions resulting from the use of the vehicle will be the responsibility of the hirer/driver.
- Drivers and passengers are NOT permitted to smoke in the vehicle.
- If first aid kit or fire extinguisher are used it must be recorded on the vehicle log sheet and an accident report recorded in the accident book.
- The vehicle is provided in a clean condition and the hirer is responsible for ensuring that it is returned in the same condition.
- All accidents must be reported to the Go Golspie Development Trust nominated person as soon as possible after the event. The number to call is 01408634033. Mobile phone numbers are in the folder if required.
- The hire charge is set at a level that covers the overall cost of the bus as per the Section 19 Permit and is currently set at £1.00 per mile including the cost of fuel. The first tank of fuel for the minibus will be supplied by Go Golspie Development Trust, any fuel thereafter must be purchased by the hirer/driver.