



Minibus hire Terms and conditions

We understand that you are interested in or you currently hire one of our minibuses, as the minibuses are used daily by the Centre to transport elderly and vulnerable Clients, we need to ensure that the buses are kept secure and clean. Therefore the following requirements must be met:-

- **No smoking**
- **VW = Maximum of 14 + driver must not be exceeded**
- **Mercedes = Maximum of 14 + driver must not be exceeded**
- **Buses are returned to the Centre's car park in an acceptable and clean condition**
- **Buses are left with doors and windows securely fastened**
- **Keys are returned to the Office immediately after use**
- **Only drivers authorised by the Centre are able to drive the minibuses**
- **A minimum of 48 hours' notice of use**
- **A minimum of 48 hour's notice of cancellation is required or a fee may be imposed**
- **Prompt payment on receipt of invoice please**

MEMBER FEE

Present charge is £25.00 hire with driver + £1.20 per mile

NON MEMBER FEE

Present charge is £35.00 hire with driver + £1.20 per mile

Cancellation fee – 48 hrs notice required £10.00

If these terms are acceptable, please sign and return the confirmation Below as soon as possible; a copy is enclosed for your own records.

Yours sincerely

Donna King
Transport Manager

I confirm that we are a non-profit-making organisation.

I agree to abide by the terms and conditions outlined above for the hire of any minibus operated by Pershore Volunteer Centre.

SignedDate.....

Organisation.....

Billing Address.....

Position.....