

HCA TERMS AND CONDITIONS OF COMMUNITY BUS HIRE
As of May 2014

Model and Capacity

The bus is an air-conditioned Toyota Coaster and seats 22 people

Fuel

Please note that the charge for the hire of the bus DOES NOT include the cost of diesel. The bus will be hired out with a full tank of diesel and must be returned with a full tank.

If the tank is not full on return you will be charged the cost of diesel and an administration fee of \$50.00

NOTE: It is the responsibility of the hirer to meet the cost of diesel on the day

Hire Fees

Weekday hire fees

- Hourly hire \$65
- Half day hire \$180
- Full day hire \$350

Weekend hire fees

- Hourly \$65
- Half day \$230
- Full Day \$400
- Overnight weekend \$700 + \$650 own driver excess (refundable if refuelled, and NO damage to the bus)

Cost maybe negotiated for frequent users

Cancellation fees

Cancellations fees will be charged at the following rates:

- On the day of transport – full fee will apply
- 1 full working day prior - \$100.00 + GST
- 2 full working days prior - \$50.00 + GST



Payment

A minimum deposit of \$50 must be made at the time of the booking. Full payment must be made seven (7) days prior to your booking date.

Payment can be made by cheque, money order, bank deposit or cash

Cheques to be made out to Hills Community Aid

Direct deposit details – You will be given a reference number to be entered with your deposit

Account name: Hills Community Aid Information and Service Inc

Bank: Westpac Baulkham Hills

BSB: 032 170

Account no: 150 163

About our drivers

Our drivers are volunteers and are entitled to a 30 min meal break during the day. The driver may choose to spend his/her break with the group (if invited to do so) or he/she may choose to leave the group once they are at their location.

Further breaks are required for longer journeys which comply with stop, revive and survive guidelines.

Volunteer driver surcharge

Please provide a minimum of \$20.00 as a volunteer surcharge which is to be paid directly to the driver at the start of your journey.

Own drivers

Hirers who use their Own Driver must post a bond equal to the insurance excess (currently \$600 for drivers aged 25 or over). The bond is fully refundable if the bus is returned without sustaining any damage.

The bus must not be driven by any driver(s) other than those authorised by the HCA Bus Co-ordinator within the last 12 months.

HCA will not authorise any person under the age of 25 to drive the bus.



Insurance, damage or breakdown

Our bus is fully insured with NRMA and they are to be contacted on 1300 369 349 if there is an accident or breakdown

In the event of an accident, drivers are to follow the procedures as required by law. Accidents must be reported as required under the Motor Traffic Act. ALL accidents and ANY damage to the bus, no matter how minor, must be reported promptly to the HCA Bus Co-ordinator.

The hirer of the bus will be held responsible for any damage to the bus and will be charged the cost of repairs or replacement.

Safety on the bus

The number of passengers must not exceed 21 adults (not including the driver).

The hirer is responsible for the behaviour of the passengers. There is to be no consumption of alcohol, drugs or food on the bus. Smoking is also prohibited whilst in the bus. These rules apply to the driver as well as to the passengers.

Tolls

Road tolls incurred during bus use must be paid for on the day of hire by placing toll monies in the envelope provided, when the bus is being driven by one of HCA's Volunteer Drivers.

When an Own Driver is driving, the hirer MUST provide and use their own e-tag.

2014 toll prices as per Roads and Maritime website (Price structure on next page)
http://www.rms.nsw.gov.au/usingroads/motorwaysandtolling/tolling_tolling.html



Motorway	Distance	Direction charged	Toll cost	
			Light vehicles (class 2)	Heavy vehicles (class 4)
Sydney Harbour Bridge	1.1km	Southbound	Time of day tolling, max \$4.00	
Sydney Harbour Tunnel	2.7km	Southbound	Time of day tolling, max \$4.00	
Eastern Distributor	5.4km	Northbound	\$6.23	\$12.46
M5 East Freeway	9.4km	No toll	Nil	Nil
M5 South-West Motorway	21km	Each direction	\$4.40	\$9.30
Westlink M7 Motorway	40km	Each direction	37.59 cents/km Capped at \$7.52	37.59 cents/km Capped at \$7.52
Hills M2 Motorway	20km	Each direction	\$6.17 (North Ryde) \$3.08 (Herring and Christie Ramps) \$3.15 (Pennant Hills Ramp) \$2.18 (Windsor Rd Ramp)	\$18.50 (North Ryde) \$9.24 (Herring and Christie Ramps) \$9.45 (Pennant Hills Ramp) \$6.55 (Windsor Rd Ramp)
Lane Cove Tunnel	3.6km	Each direction	\$3.06	\$6.11
Cross City Tunnel	2.1km	Each direction	\$5.04 (Main tunnel) \$2.38 (Sir John Young Cres)	\$10.08 (Main tunnel) \$4.76 (Sir John Young Cres)
Military Road E-Ramp		Each direction	\$1.54	\$3.08
M4 Western Motorway	40km	No toll	Nil	Nil



Returning the bus

The bus must be returned by the time specified on the application form.

The group using the bus is responsible for cleaning the inside of the bus and returning the vehicle in good order and condition.

The log sheet within the bus is to be completed, signed by the driver and left in the folder provided in the bus when the bus is returned.

Other Hire Conditions

The requirements of the Motor Traffic Act must be complied with at all times and any traffic infringement will be the responsibility of the driver.

The bus is NOT to be used on unsealed roads unless it is being driven by one of HCA's Volunteer Drivers.

The bus must only be used for the purpose stated on the application form.

Failure of any group or organisation to comply with these Terms & Conditions and its required procedures will automatically and unconditionally disqualify the group from future use of the bus.

The Hills Community Aid and Information Service Inc. (HCA) will use its best endeavours to have the bus available to the hirer at the times and dates requested on the Community Bus Application Form but accepts no liability for any loss, either direct or consequential, suffered by the hirer, its affiliated group(s) or their passengers as a result of the trip being cancelled by HCA for any reason.

Accordingly, should the bus not meet the intended trip schedule or fail to commence or complete a planned trip for which it was hired, regardless of the reason, HCA will not meet any losses or costs incurred by the hirer whether such losses or costs had already been incurred or arose as a result of a HCA decision to terminate a hire booking, unless HCA recovers such hirer losses or costs from its insurers.

For the avoidance of doubt, HCA will endeavour but is NOT obligated under these Terms & Conditions of Community Bus Hire to replace a bus which breaks down by hiring a replacement vehicle or, in the event that HCA Volunteer Drivers are not available, to use a paid driver even if not doing so will cause the hirer a loss or additional costs.

