VEHICLE HIRE APPLICATION FORM
EXTERNAL BOOKINGS

- Vehicle hire conditions must be read before making a booking.
- A minimum of two (2) weeks’ notice is required for vehicle bookings.
- Ongoing bookings can be made for up to a maximum of three (3) months in advance.
- A separate application must be made for each specified use unless the application is for an ongoing booking.
- Applicants will be notified of the outcome of their application within seven (7) days of receipt of this form by the Social Inclusion Assistant.
- All drivers must complete a driver familiarisation before using the vehicle as per conditions.

Date Lodged: ............./............./.............

Name of Group or Organisation:...........................................................................................................

Name of contact person:........................................................................................................................

Address for correspondance........................................................................................................................

Contact number/s:..................................................................................................................................

Email ….....................................................................................................................................................

Vehicle requested:
- Social Inclusion Team Van (10 seats)
- Social Inclusion Team Accessible Bus - (19 seats, 17 seats + 1 Wheelchair, 16 seats + 2 Wheelchairs)
- Cumberland Council Accessible Bus -
  (23 seats, 20 seats + 1 Wheelchair + Driver, 18 seats + 2 Wheelchairs + Driver)
- Trailer
Ongoing Booking
Start date: .........../.........../............
End date: .........../.........../............
Day of the week: ................................
Time: From: ..................am/pm
To: ..................am/pm

Casual Booking
Start date: .........../.........../............
End date: .........../.........../............
Day of the week: ................................
Time: From: ..................am/pm
To: ..................am/pm

Proposed use: ........................................................................................................................................

Destination: ........................................................................................................................................

Name & Address of nominated driver(s):
Name: ..........................................................  Name: ..........................................................
Address: ..........................................................  Address: ..........................................................
Contact Number: ...........................................  Contact Number: ...........................................
License Number: .........................Exp:...........  License Number: .........................Exp:...........

I/ or on behalf of the organisation making this application, acknowledge the vehicle can only be driven by the driver(s) nominated in this application. I understand that the vehicle must only be used for the purpose stated in this application and that failure to return the vehicle on time in a clean and tidy condition could incur a fee and impact on the hirer’s ability to use the vehicle in the future.

Any breach on the hire conditions with incur a fee of $53.20 per breach, in addition you will be charged for the cost of fuel if not returned with a full tank.

To book these vehicles or for more information, please phone 9632 2765 or email guildford.centre@cumberland.nsw.gov.au

I agree to abide by the terms and conditions set down by Cumberland City Council.

Date: .........../.........../............  Signed: .................................................................

Forward application to:
Guildford Community Centre

Updated: 10/2017
Cumberland City Council Privacy Statement
Cumberland City Council will only record your name and address to assist in the processing of the application. The intended recipients of the personal information are officers within Council's Aged and Disability Team. The supply of personal information by you is voluntary, however if you cannot provide, or do not wish to provide the information sought, Cumberland Council may be unable to process your application.

You may make an application for access or amendments to your personal information held by Council under the Privacy and Personal Information Protection Act 1998 (PPIP Act) or the Government Information (Public Access) Act 2009 (GIPA Act). You may also make a request that Council suppress your personal information from a public register. Cumberland Council will consider any such application in accordance with the PPIP Act. Information provided to Cumberland Council in correspondence, submissions or requests, including your personal information, may be made publicly available, including on Cumberland Council's website, under the GIPA Act. Please notify us if you object to the disclosure of your personal information.