

VILLAGE NETWORKS COMMUNITY MINIBUS (VNCM)

managed and driven by snvb

TERMS & CONDITIONS OF 16-SEATER MINIBUS HIRE

1. The operator is the South Northants Volunteer Bureau (snvb): registered charity 1104848 and a company limited by guarantee 5068116. Registered address: snvb, Towcester Volunteer Centre, Moat Lane, Towcester, NN12 6AD. Tel 01327 358264; fax 01327 358428. www.snvb.org.uk
2. Please note: other commitments for the minibus may restrict availability for hire so we cannot guarantee availability. Please consult us and book trips with at least 4 weeks notice.
3. The minibus is unable to carry passengers in wheelchairs and is not equipped with a passenger lift. Please also note that storage capacity or room for equipment is very limited.
4. The design and construction of the minibus seating, and restrictions on space available, do not allow us to safely accommodate very young children from aged 0 to 6 years (up to 22kgs). We can carry children aged 6 (from 22kgs) to 14 years if a suitable Booster Seat or Booster Cushion is provided by the hiring group and only then if we are able to fit the seat safely and securely as overseen by our driver. If your group includes children aged 6 to 14 years please discuss these requirements at an early stage when booking a trip.
5. Minibus hire is available only to current, registered Group Members. The operator retains the right to refuse membership.
6. Hiring the minibus will include a MiDAS trained, CRB checked driver, insurance and relay cover. A First Aid kit and two fire extinguishers are on board the minibus.
7. The minibus cannot be hired by commercial/profit-making groups or hired for activities (or as part of activities) that are profit-making. For example, this means that a private residential home, a private nursing home or a commercial business cannot hire the minibus.
8. The operator retains the right to refuse a Trip Booking request. Hiring of the minibus should be for trips consistent with the Group Member's constitution and community/voluntary work.
9. Hirers are responsible for providing a nominated traveling passenger to act as Passenger List Holder for the trip: representing and supervising passengers, and maintaining the list of passengers for each trip.
10. Hirers are responsible for ensuring the operator has emergency contact information before each trip.
11. Hirers are responsible for the behaviour of the passengers and the minibus must be left clean and tidy after each trip. Cleaning, repairs or damage may be charged to the hirer.
12. Any use of the First Aid kit or fire extinguishers must be reported to the driver.
13. It is compulsory that all passengers wear a seatbelt at all times unless a passenger has written dispensation from a doctor. We operate a policy of "No Click; No Trip!".

14. Hirers may be required to pay for entrance fees, parking charges, toll charges, etc. for the driver and minibus as extra expenses.
15. All trip bookings must be confirmed by letter, fax or email using the operator's Trip Booking Form trips booked with at least 4 weeks notice.
16. Any hirer who cancels a booking within 5 business days of hire will be charged a Late Cancellation Charge. Please refer to Group Membership Charges & Hire Fees.
17. There is a No Smoking policy, and the consumption of food and drink is not permitted on the minibus.
18. Any damage caused by the hirer and passengers must be reported to the driver or operator as soon as possible. The hirer may be charged for this damage and any excessive cleaning required.
19. Hire fees and charges as well as Group Membership charges are available on the snvb website www.snvb.org.uk and may change from time to time. Hirers should acquaint themselves with the current costing arrangements and pay invoices when presented. Trips must be paid for in advance.
20. The operator reserves the right to change these Terms & Conditions to align with any legal, operational or statutory requirements.
21. The operator will not be held responsible for any lost or damaged property, personal belongings or valuables.
22. The operator may, under exceptional circumstances, sub-contract a trip using an authorised minibus operator ensuring that all the necessary certifications and safety measures are fulfilled.
23. Disclaimer: the operator will make every effort to ensure that bookings are fulfilled; the operator cannot accept responsibility for bookings that are cancelled or trips that are delayed or withdrawn due to reasons beyond our control (e.g. traffic congestion, accidents, poor weather, etc.)

Village Networks Community Minibus is managed and operated by snvb: a registered charity 1104848 and company limited by guarantee 5068116. snvb maintains a Data Protection Policy and your information will not be passed to third parties without your permission. The Policy is available on the snvb website www.snvb.org.uk Registered address: snvb, Volunteer Centre, Moat Lane, Towcester, Northants. NN12 6AD.