

COMMUNITY MINIBUS

TRIP ENQUIRY FORM

Please consult us as soon as you are considering a trip so we can check availability and book trips, as our diary does fill up very quickly. Our 17-seater minibus (16 passengers plus 1 driver) has a low level step for ease of access but it does not have a ramp/lift for disabled access, or space for wheelchairs. Storage room and space for equipment is very limited.

Please use **BLOCK CAPITALS** and when completed email this form as an attachment to info@snvb.org.uk or post to the address (below). We will check availability and reply accordingly with a hire cost quotation for you to confirm.

NAME OF ORGANISATION

	Group Membership Ref No.
--	--------------------------

CONTACTS

Booking	Invoicing	<u>Lead Passenger</u> (must be travelling)
Name:	Name:	Name:
Tel:	Tel:	Tel:
Email:	Email:	Mobile: <u>[essential]</u>

TRIP DETAILS

One-off trip Repeat or multiple trips If repeat or multiple trips, please use continuation sheet below

Date of trip Estimated number of passengers

Collection point *	Full address:	Time:
	Postcode:	
Destination *	Full address:	Duration:
	Postcode:	
	Time leaving destination:	
Return point *	Full address:	Time:
	Postcode:	

* If multiple collection points, destinations or drop off points, please use continuation sheet below.

We have read and agree to the operator's Terms & Conditions of Minibus Hire (please tick) and we confirm that our group is a member of the Community Minibus scheme.

Name: _____ Signed: _____
Position: _____ Date: _____

The 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: Village Networks, snvb, Towcester Volunteer Centre, 4 Whittons Lane, Towcester, NN12 6YZ.

COMMUNITY MINIBUS – continuation sheet

Use for REPEAT or MULTIPLE TRIPS

Please use BLOCK CAPITALS

DATE	DAY OF THE WEEK	PICK UP TIME	NAME & ADDRESS (if applicable)	RETURN TIME (est.)