

How many vehicles do you wish to hire?	
What is the anticipated number of passengers including staff?	
Is passenger/wheelchair hoist access required? (Only one person seated in a wheelchair during transit per vehicle)	Yes <input type="checkbox"/> No <input type="checkbox"/>

ELIGIBILITY & GROUP EVALUATION

Please identify/ describe the target group to be transported (e.g. aged, people with disability, youth etc.)	
Is your group Commonwealth Home Support Program (CHSP) eligible?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does your group report trips through the Data Exchange (DEX)?	Yes <input type="checkbox"/> No <input type="checkbox"/>

PASSENGER INFORMATION

For all hiring groups:

As per Safety Requirements a passenger manifest is to be provided for each transport event.

DRIVER

Our vehicles are hired with STGCT drivers only unless otherwise agreed.

(If you are using your own driver the driver must hold a current LR licence or higher and they must submit their details for a drivers licence/demerit point check. A vehicle orientation and driving demonstration will also be required)

Are you requesting to use your own driver? Yes No

Own Driver Details

Name	
Address	
Phone contact	
Licence Class	
Licence number	

NOMINATED CARER/ ASSISTANT:

All hirers MUST provide a 'carer/ assistant' to accompany the passengers.
 The carer/ assistant is required to be on the bus during all service user pick up and return trips.
 The driver is not permitted to convey any passengers without a carer/bus assistant present.
 If the driver arrives at the hire and there is no carer/bus assistant, the hire will be cancelled.

Name of Carer/ Assistant			
Phone contact		Mobile	
Comments:			

GENERAL:

Have you read, understood and agree to be bound by the the Terms and Conditions set out in the Vehicle Hire Agreement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does the organisation have Public Liability Insurance Coverage? <i>(If yes a current 'Certificate of Currency' must be provided with this form.)</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

AGREEMENT

I acknowledge that:

- The information provided in this application is true and accurate.
- I have the permission of the organisation submitting this application to sign this document on their behalf.
- If this application is successful STGCT reserves the right to cancel services, due to unforeseen circumstances, without financial implications.
- I have read and provided a signed copy of the STGCT Vehicle Hire Agreement.
- Our organisation clearly understands that buses from STGCT must only be used for the purpose stated in this application.

Name of person signing this request:			
On behalf of (name of organisation or group):			
Signature:		Date:	