



**The Speke Garston Community Minibus Agency
Unit 13, The Match Factory, 140 Speke Road, Liverpool, L19 2RF
Tel/Fax 0151 494 2400**

www.minibusagency.co.uk

email: accounts@minibusagency.co.uk

**APPLICATION FOR ASSOCIATED MEMBERSHIP BY COMMUNITY VOLUNTARY AND
CHARITABLE ORGANISATIONS**

If accepted as an Associated Member. Membership will initially be for 1 year from the date your application is accepted. An annual membership fee may be charged at the discretion of the Agency's Management Committee.

Please Provide The Following Information:

Full Name of Organisation:

Full Address Of Organisation:

Your Full Invoice Address:

An active email address:

If Registered As A Charity, Please State The Number:

Briefly What Are The Aims Of The Organisation

Main Contact Name:

Contact Telephone Number:

Fax Number If applicable:

Business Reference. Name: _____ **Tel No:** _____

Address:

Signature: _____ **Date:** _____

Please identify your group type and place the identifying group letter in the box below

- a) People aged 60 or over.
- b) Disabled people defined in the Disability Discrimination Act as having “a physical or mental impairment which has a substantial and long-term Adverse effect on their ability to carry out normal day-to-day activities”.
- c) People on Income Support.
- d) People on Jobseeker’s Allowance.
- e) People “suffering a degree of social exclusion by virtue of unemployment, poverty or other economic factors, homelessness, geographical remoteness, ill health, or religious or cultural reasons.
- g) Carers or children under 16 years of age accompanying any of the above.

z. All other groups or purposes.

Please enter group letter in the box above.

By completing this application, your organisation is agreeing to conform to the Speke Garston Minibus Agency’s Terms and Conditions of service, which can be seen at:

http://www.minibusagency.co.uk/terms_and_conditions.html

Last updated 9 May 2007 T&C Seen

Damage

User groups are liable for the first £250.00 excess insurance against any accidental damage to the vehicle.

Groups will be liable for full cost of lost vehicle equipment and repairs for any wilful damage to the vehicles interior seats, seatbelts, linings etc.

Drivers

Only drivers registered as a driver and on the Speke Garston Minibus Agency's insurance are allowed to drive the vehicles.

Bookings

All bookings must be confirmed by letter, fax.or email.

Cancellations

Speke Garston Minibus Agency's must receive notice of cancellation at least 7 days before the booked journey. The full cost of the booking will be payable if this notice is not received.

Cleanliness

User groups are responsible for returning the vehicle in a clean and tidy condition. A charge of up to £20.00 will be made if the vehicle needs cleaning on return. Food & drink is not permitted on any vehicle.

Property

Speke Garston Minibus Agency's will not be held responsible for any lost or damaged property. Personal belongings and valuables must not be left in an unattended vehicle.

First Aid kit & Fire Extinguisher

The use of the safety equipment on the vehicle must be reported on return.

Diesel

All vehicles on the day rate (Over 7 hours) must be returned with the same level of diesel as when signed out. Any group or organisation that has not replaced the diesel will incur a charge for the replacement and labour.

Disclaimer

Speke Garston Minibus Agency's will make every effort to ensure that bookings are fulfilled; we cannot accept any responsibility for bookings that are cancelled for reasons beyond our control

SMOKING IS NOT PERMITTED OR THE CONSUMPTION OF FOOD OR DRINK IN ANY VEHICLE