

44th Fife Scout Group

www.44thscouts.org.uk



GUIDELINES FOR USE OF GROUP MINIBUS

- Minibus will be checked in and out by a nominated person.
Mileage will be verified by that person
- Minibus will be checked inside and out for signs of damage before and after each use by the nominated person.
- Users will be responsible for any damage caused by them and any excess resulting from a road accident.
- Minibus convener will hold all original documentation. Copies will be held in the vehicle and **MUST NOT BE REMOVED**.
- Driving licence to be produced prior to use.
- Cost of use will be 30p per kilometre less any fuel used. Fuel receipts **MUST** be produced.
- Bookings can be made by telephone, letter or online at the above website.
- Payment to be made within fourteen days.
- Oil, Water and tyres to be checked prior to every use.
- Users to complete monitoring form and usage form and return same with the vehicle.
- Drivers to be aged 25 years or over.
- Minibus to be returned promptly cleaned inside and out and filled with fuel.

ANY PERSON WHO DISREGARDS THESE GUIDELINES WILL BE DECLINED FURTHER USE OF THE MINIBUS

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