

1st Normanton Scout Group's Minibus and Trailer

Terms and Conditions of Use

1. A deposit of 25% of the usage charge must be paid to confirm your booking and the remaining 75% must be paid prior to collecting the minibus / keys. If the booking date is less than 14 days, 100% of the usage charge is due.
2. Payment of the deposit constitutes acceptance of the terms and conditions of use set out in this document and is non-returnable if cancelled by the booking party unless discussed and agreed by the Scout Group depending on circumstance.
3. Use of the minibus is insured under 1st Normanton Scout Group's insurance policy for 'scouting/guiding purposes' and non-profit organisations, but the following insurance conditions must be met:
 - a) Drivers must have held a full driving licence for 2 years.
 - b) Drivers must declare any driving licence convictions or penalties which may need confirming with our insurers before we accept the booking.
 - c) Drivers must have D1/E entitlement if towing the trailer on the minibus.
 - d) Drivers must be aged 21 between and 70.
4. All drivers must show their driving licence as evidence that they are entitled to drive the minibus.
5. A Minibus User Declaration Form must be completed for each driver at the time of booking. Anything that needs to be declared will be passed on to the insurer and the driver will not be entitled to drive the minibus until insurer confirmation has been received. Any additional insurance costs arising must be paid by the group using the minibus in addition to the usage charge which will be communicated back before the booking is finalised.
6. Smoking is not permitted inside the vehicle.
7. Should an insurance claim arise, the group using the minibus must pay any insurance excess in addition to the usage charge of £150.
8. The group using the minibus must have a valid Section 19 permit and show this when collecting the keys. Further information about Section 19 permits is available on the Department for Transport or Scout website.
9. Drivers must undergo a driver assessment depending on driving experience which will be assessed before the booking is confirmed. If applicable, this must be undertaken a minimum of 7 days before use.
10. The minibus has breakdown cover provided, details of which are available in the folder in the minibus. Any need to call for roadside emergency assistance must be notified to the Minibus Manager on return, including the date, time & place, reason and action taken.
11. The person booking the minibus is responsible for:
 - a) Completing all necessary documentation with the Minibus Manager before use
 - b) Ensuring that anyone driving the minibus has completed a Minibus User Declaration Form and has been approved to drive by the insurer
12. Each driver is responsible for:
 - a) Complying with the Terms and Conditions of Use, including any statutory or insurance requirements

- b) Being aware of and complying with all requirements of the Highway Code and associated Road Traffic Acts in the UK
 - c) Being aware of and complying with the Road Vehicles (Construction and Use) Regulations 1986
 - d) Ensuring that the Gross Vehicle Weight does not exceed 4.1 tonnes
 - e) Not driving the vehicle under the influence of alcohol, drugs or medication
 - f) Ensuring that regular breaks are taken and no-one drives when tired
 - g) Ensuring that the doors and aisles are free from any obstruction
 - h) Ensuring that passengers remain seated and use seat belts whilst the vehicle is moving
 - i) Ensuring that passengers do not consume alcohol or drugs on the vehicle and do not distract the driver whilst the vehicle is moving
 - j) Accepting personal responsibility for any legal penalties imposed, including parking fines
13. The minibus must be cleaned inside and out before being returned. If it is not returned in a clean condition the group that has used it may be required to pay up to £50 for cleaning/valeting in addition to the usage charge.
14. The Group Minibus Manager must be notified of any damage, defects, accidents and traffic offences when the vehicle is returned.
15. The usage charge excludes fuel, which must be paid for by the group using the minibus. The minibus will have a full tank of fuel when it is collected and must be returned with a full tank. Should the tank not be full on return the group that has used it will be required to pay the cost of refilling it.

1st Normanton Scout Group
20/09/2023

