

CONDITIONS OF USE ALPINE OUTREACH VAN



ALPINE OUTREACH INC – SELF DRIVE VAN

Alpine Outreach Van provides a mobile consulting space to allied health professionals, community groups, organisations, government and statutory authorities and the private sector and is available for emergency response activities.

ELIGIBILITY FOR USE

Allied health and emergency recovery services with Public Liability Cover. Not for profit and private sector.

If you are unsure of your eligibility, email: contact@alpineoutreach.com.au or phone: 03 57510311

YOUR RESPONSIBILITIES

As a user your responsibilities are to ensure the safety of you and any passenger at all times, abide by the laws and regulations of VicRoads and return the van in good condition. Users should report any problems immediately on 03 57510311 and complete an accident procedure form provided in the van.

- Users are required to supply their own driver. Drivers must hold a current drivers licence and be over 25 years of age, not have any drugs or alcohol present in his/her blood or breath immediately before, or whilst driving the van (zero tolerance), as tested by Victorian police.
- Drivers must complete the log book in van at start and completion of usage
- The van will be provided to the with a full tank of diesel fuel and is to be returned with a full tank of diesel fuel, **clean inside and out, with a clean windscreen**

PLEASE NOTE: the van is a long wheel base vehicles. Extra care and room is required when cornering.

Damage: in the event of an accident with significant damage, all insurance excess fees (*currently \$850) will be charged to the user. ANY damage or mechanical faults to the van must be reported on the 'Condition Report' in the folder in the bus and returned with the keys

BOOKING PROCEDURES - SELF DRIVE USE OF VAN

There are 3 steps to booking the Alpine Outreach van:

1. Register group/business with Alpine Outreach Inc. (annually) with P/L Certificate of Currency
2. Each driver must submit driver declaration (annually)
3. Submit your booking/s online (at least seven days notice)

Advanced bookings are preferred.

Note: The van is provided as a service to the community and managed by Alpine Outreach Inc. a not-for-profit organization. Your assistance in maintaining it in the clean condition in which you would wish to find it will be greatly appreciated.

BOOKING CONFIRMATION

A Tax Invoice will be emailed confirming van availability for your booking.

CANCELLATIONS

Require at least three working days notice or normal usage charges will still apply and be invoiced.

VAN DETAILS

We have a modern VW Crafter 35 long wheel base van provided by the Jacobs Group – Wodonga Prestige.

CONDITIONS OF USE

The following conditions are required by law:

- Driver must be over 25 and require a full drivers licence (not probationary licence).
- Driver blood alcohol levels must remain at 0.00%.
- Drivers must not be under the influence of drugs.

SMOKING AND ALCOHOL CONSUMPTION

Is strictly not permitted in van at any time.

OVERNIGHT PARKING

For overnight hire, the van must be secured off street.

HEIGHT LIMITS – VAN HEIGHT 3.0M

All drivers are to familiarise themselves with the height of the van and avoid locations with height restrictions. Due to height restrictions and tight spaces the van must **not be driven** through any of the following under any circumstances:

- automatic car-wash
- commercial parking station
- drive-through facilities at fast food outlets

USAGE DURATION

A five day limit applies. Please enquire at the time of your booking for further details.

DESTINATIONS

Van is not to be used for trips to hazardous areas including snow or rough terrain requiring 4wheel drive.

VAN LOCATION

The van is conveniently located in Myrtleford North East Victoria.

CHECKLIST

The checklist provided at key collection should be carefully completed at the beginning and on completion of the use and returned with the bus keys at the pick up location.

ACCIDENT AND INSURANCE

All Van accidents must be reported as soon as practicable. An incident report form/Accident Procedure will be supplied in van together with instructions 'what do I do?'

You are responsible for paying the insurance excess of currently \$2,240 for any damage to the van.

You must do everything necessary to enable the insurer of the van to recover compensation from any third party in respect of damage to the van.

CLEANING EXPECTATIONS

To keep costs low, all van users share the responsibility for cleaning the vehicle.

Please use the petrol bowser as an indicator that the tank is full and not the fuel gauge in the bus.

Failure to comply with any of the above may result in a \$25 admin fee to your group and jeopardise future bookings. Additional costs could include refuelling charge equal to the value of petrol plus admin fee and/or cleaning charges of up to \$100.

After van use, it is the responsibility of the hirer to remove any rubbish and belongings from the floor and seats and wash the exterior of the vehicle if necessary (automatic carwash not permitted).

VAN RETURN

The van must be returned by the specified booking time with a full tank of fuel. The van should be filled up at a Myrtleford fuel station.