



# Blackall-Tambo Regional Council

Return completed application to  
admin@btrc.qld.gov.au or at  
the Council Office.

Blackall-Tambo Regional Council  
6 Coronation Drive  
PO Box 21  
BLACKALL QLD 4472  
Phone: (07) 4621 6600  
Email: admin@btrc.qld.gov.au  
Website: www.btrc.qld.gov.au

## BLACKALL BUS HIRE (22 Seats + Driver)

## Minimum Light Rigid (LR) Licence required

### Applicant information

Hirers name:

Address:

Phone:

Email:

Name of organisation:

Is the hirer using approved  
In-kind Support from  
Council:

Yes  No

Travel details-  
Location/Event

### Blackall Bus

Located at:  
Blackall Works Depot  
60 Rose Street  
BLACKALL QLD 4472

### Fees & Charges

Bond fee- \$400  
Dry hire per km- \$1.95 (subject to  
change)  
Bus to be returned fully fuelled by  
hirer.

### Driver of vehicle information

Drivers name:

Date of hire:

Time of collection: am / pm (Between 7am-3pm)

Date of return:

Time of return: am / pm (Between 7am-3pm)

Please allow time to clean and fuel up after your travel.

Copy of the Drivers

LR Licence & Driver

Authorisation attached?

Yes  No

Are you travelling 100km  
or more radius outside  
of Blackall?

Yes  No

If yes, a **Personal Logbook is required**. The Department of Transport requires all drivers to complete a personal logbook if travelling 100km or more. **This is the sole responsibility of the driver.**

## Blackall Bus Hire Terms and Conditions of Use

Please tick the box once each hire terms and conditions have been read.

Council provides the hire of plant and equipment as a service to the communities of Blackall and Tambo. Hirers are expected to respect this privilege and abide by the terms and conditions set out herein.

- No smoking on the bus is to be permitted.
- Bus is to be fully fuelled prior to being returned. If not, Council will refill and charge at a per/litre rate in the accordance with the Australian Institute of Petroleum (AIP) QLD Regional Weekly Average. Rates can be viewed by visiting: [www.aip.com.au/pricing/retail/diesel](http://www.aip.com.au/pricing/retail/diesel)
- The bus interior (swept & mopped) and exterior (washed) and returned in a clean state.
- Any damages that occur during hire is to be reported on return of the bus.

### Declaration

I have read and agree to the hire terms and conditions of Blackall-Tambo Regional Council Facilities. I agree to the foregoing conditions of hire inclusive and certify that the information provided is true and correct to the best of my knowledge and indemnify Blackall-Tambo Regional Council against any claim whatsoever arising from my/our use of the facilities outlined above. By endorsing the above I agree to abide by the terms and conditions herein.

Your Name:

Signature:

Date:

Privacy

Council will use any personal information provided by you for the intended purpose only and for remaining in contact with you .Council is authorised to collect this information with the Local Government Act 2009 and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Council may provide information about you to any relevant Queensland State Department. Your personal information is dealt with in accordance with Council's privacy policy.

### OFFICE USE ONLY

Approved:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Emailed to store person:	Date:
Bond paid:	Date: Receipt No:
Collection checklist given to hirer	Date:



Hirer/Driver to complete on collection of the bus. Return to Council Staff to keep on file.

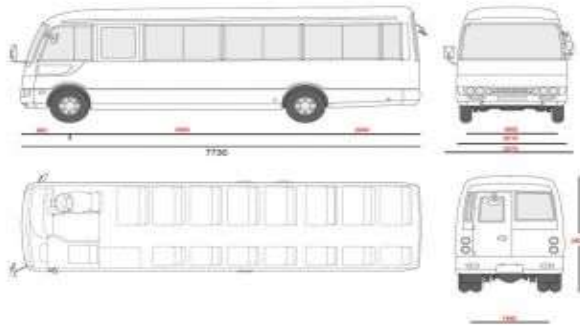
## Blackall Bus Driver Collection

Please tick the box once each hire terms and conditions have been read.

- I will return the bus at the arranged time to Blackall-Tambo Regional Council **Works Depot- 60 Rose Street, BLACKALL QLD 4472**
- The nominated driver has inspected the vehicle for damage and complete the checklist prior to hiring.

*Please make sure the below is completed prior to hiring the bus. This will ensure that you will not be charged for any pre-existing damages. Any damages found after hire and not listed on this form may incur a fee.*

Please mark with an 'X' all/any interior and exterior damage on the bus diagrams.



Checklist prior to accepting hire:		
Interior is clean (no rubbish)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Bus exterior is clean	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Bus is fully fuelled	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Any existing interior & exterior damage (marked on diagrams)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Hirer additional Comments:**

Speedometer reading recorded	Prior to hire	On return of bus
<input type="checkbox"/>		

Don't forget to record the speedometer before and after hire.

## Driver Declaration

- I have inspected the bus upon collection and noted all/any damage in the section above. I understand that any damage occurred during the duration of this hire must be reported to Council on the return of the bus.
- I will refuel the bus before returning.
- I will report all/any damages to Council.
- I will ensure the bus is clean inside and out before return.
- I will complete the required logbook/s, comply with the road rules and regulations in accordance with holding the respective bus licence.

Your Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Privacy**  
 Council will use any personal information provided by you for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information with the Local Government Act 2009 and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Council may provide information about you to any relevant Queensland State Department. Your personal information is dealt with in accordance with Council's privacy policy.

CHECKLIST BUS RETURNED (to be completed by a Council Representative)		
	ON RETURN OF BUS	COMMENTS
End Speedometer Reading Recorded	_____ KMs	
Total KMS used	_____ KMs	
Bus Clean	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Damage to Bus	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Bus fully fuelled	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Completed by: Staff name		
Emailed to Admin for Fee processing	Date: _____	