

General Lending Policy of SmartLink Transport Register

If a Community Group does not provide a specific lending policy for their vehicles, then this policy will be used.

When a booking has been approved by the owner, the borrower is responsible for paying the full hire fee to the SmartLink Transport administration as soon as the booking has been accepted. Bookings will not be confirmed until the hiring fee is paid. All cancelled bookings will incur a \$25 administration fee.

Borrowers are responsible for ensuring that vehicles are returned filled with fuel and in a clean condition. Failure in either regard may result in a penalty. The last organisation to borrow a vehicle will be held responsible for damage or lack of cleanliness unless reported to administration on pick-up of the vehicle. Borrower groups are responsible for tolls, traffic and/or parking fines incurred whilst using vehicle.

Borrowers may be able to arrange for volunteer drivers listed by the scheme for an additional booking fee. Carers are not available from the scheme, although all drivers using vehicles with wheelchair hoists will be trained in their use. Interpreters are not available from the scheme.