

**AFFILIATION FORM**

**Group**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Telephone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Annual Affiliation Fee:£5.00 + VAT = £6.00

Hire Fee: £20.00

Mileage Charge: £1.60 per mile (Additional Overnight fee £20 per night)

Driver Charges: £15 for Half Day, £25 for Full Day
(A full day is deemed as anything over 4 hours)

Mileage is charged from when the vehicle leaves the SWCT depot until it returns to the SWCT depot after the trip.

A £30 Cancellation Fee will be due in the event of the hire being cancelled on the day of the hire.

Pick up points out with the Glasgow boundary will be subject to a surcharge.

All groups must ensure that the bus is returned in a clean/tidy condition. A minimum charge of £20 will be included within your invoice if the bus is returned in an untidy condition or there has been damage to the interior of the bus.

In the event of the bus being returned late after the agreed time, SWCT has the right to charge £10.00 per hour, or part hour, up to the time that the bus is returned.

If relevant, all Groups can provide the names of two drivers who can drive SWCT buses on the Group’s behalf.

These drivers MUST have a current MIDAS Certificate, have the “D1” Category on their license, and no more than 6 points. Copies of the MIDAS Certificate and the drivers’ licence must be provided to SWCT.

All drivers must inform SWCT of any endorsements to the driver’s licence immediately.

We, the Group named above, hereby accept and agree to comply with the above conditions,

and consent to the above personal data being retained for the purposes laid out

in South West Community Transport’s Privacy Policy.

**Signed**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

All invoices must be paid within 31 days of receipt or a 15% Late Payment Fee will be added.