

# Big Lakes Bus Rental Agreement

## Schedule B: Big Lakes Rural Transportation Program Third Party Bus Rental

1. A deposit of fifty percent (50%) of the per day rate will be required ten (10) business days prior to the trip. The deposit will be applied to the cost of the trip.
2. A minimum of forty-eight (48) hours' notice is required to cancel the trip. Failure to do so will result in forfeit of deposit.
3. Rental fees and mileage are charged in accordance with the Big Lakes County Schedule of Fees Bylaw. Kilometers are calculated from the Big Lakes County yard in High Prairie to the destination and return to the Big Lakes County yard.
4. Meals for the driver are the responsibility of the renter.
5. If accommodations are required, it is the responsibility of the renter to provide adequate accommodations for the bus driver.
6. Renters are required to leave the bus in the same condition it was in on the day of rental.
7. Third-party rentals are only available on Mondays, Fridays, Saturday, and Sundays.
8. The Big Lakes Bus driver is the only authorized driver of the bus.
9. Payment is due within 30 days of invoice.



## Third Party Bus Rental Agreement

### RENTER INFORMATION

DATE:	
NAME OF RENTER:	
EVENT:	EVENT LOCATION:
DEPARTURE DATE/TIME:	RETURN DATE/TIME:
MILEAGE AT DEPARTURE:	MILEAGE AT RETURN:

### PRICE

BUS RENTAL FEE: \$ \_\_\_\_\_ FLAT PER DAY X \_\_\_\_\_ DAYS = \$ \_\_\_\_\_  
 MILEAGE (BUS): \_\_\_\_\_ KM @ \$ \_\_\_\_\_ /KM = \$ \_\_\_\_\_  
 TOTAL = \$ \_\_\_\_\_

Third-party renters are required to follow the policies and procedures of the Big Lakes County Rural Transportation Program.

### BILL TO

DATE:
ORGANIZATION NAME:
CONTACT PERSON:
ADDRESS:
PHONE NUMBER:
PERSON RESPONSIBLE FOR PAYMENT (PRINT NAME):
SIGNATURE:

Payment is due within 30 days of invoice. Third-party rentals are authorized only by the FCSS Rural Transportation Coordinator or the FCSS Manager. PLEASE MAKE CHEQUE PAYABLE TO: Big Lakes County, Box 239, High Prairie, AB, T0G 1E0.

## Third Party Bus Rental Passenger Rules and Regulations

All passengers must:

- a) respect and comply with all safety procedures in effect while loading, unloading, and occupying the vehicle
- b) respect and always comply with instructions of the driver, and specifically in the event of an emergency or accident
- c) always use the vehicle's seatbelt restraints while travelling in the vehicle; all wheelchair passengers must use their wheelchair restraints (seatbelts) as well as having their wheelchair secured to the bus by the driver be accompanied by an adult when under the age of 18 and properly restrained in current
- d) government regulated safety seats secured by the vehicles seat belt restraint system when required to do so by age and weight; seats must be provided by the parent/guardian
- e) adhere to the travel schedule, ensuring they are at the identified pick-up location at the identified time. The program and/or the driver will bear no responsibility for passengers who miss the identified pick-up time
- f) refrain from smoking, eating, or drinking on the vehicle, with the exception of water
- g) refrain from using alcohol and/or recreational narcotics (including cannabis) while participating in the program
- h) be registered with the program and must pre-pay the applicable user fee; and
- i) refrain from using foul or obscene language

Big Lakes County is not responsible for any damaged, lost, or stolen property.

On behalf of \_\_\_\_\_ by signing below, I have read and agree to the Passenger Rules and Regulations and take responsibility for the passengers attending on this rental. Furthermore, I agree to indemnify and hold harmless Big Lakes County, its agents, employees, or municipal partners, against any and all claims demands, actions and cost that may arise as a result of an act or omission in regard to my use of the services provided by the Big Lakes County Rural Transportation Program

\_\_\_\_\_  
Renter Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
FCSS Authorized Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\*Trip is not authorized unless signed by the FCSS Transportation Coordinator or the FCSS Manager\*