



Minibus Registration Form for Community Groups/Organisations/Clubs

This form is for registering your group to use the UOG Community Minibus. You only need to complete this form once, when your group first uses the minibus.

To be eligible your group should meet the following criteria:

- 1) Be based in or primarily provide services to the residents of the Galson Estate (however, we do permit use of the minibus to other groups if Galson Estate residents are benefitting)
- 2) Be not for profit.

Completed forms should be submitted by email to transport@uogltd.com
or posted to: UOG Business Centre, Tom na Ba, South Galson, HS2 0SH

Club/Group/Organisation
Name:
Address:
Telephone:
Email:
Please tell us briefly about the work of your group/club/organisation: (e.g. How many members/clients/volunteers do you have, what ages do you work with, what services do you provide).
Main Contact
Name:
Address:
Telephone:
Email:



Approved Minibus Drivers

Please confirm the names of any persons from your club that you would like to authorise to drive the minibus and whether they are a volunteer or paid member of staff. (Additional drivers can be added at a later date. Drivers must be aged 21 + and hold a driving license for more than two years. A maximum of three points penalty points is permitted.

Driver's Name	Volunteer or Paid Staff?

Please tick each statement and sign below to confirm you have read and understood each of the following terms of use for the minibus. Please note that a breach of any of these terms will invalidate your insurance.

- Minibus users are not permitted to charge passengers in any form for journeys using the community minibus. Passengers can give a donation if they wish.
- Paid employees must have a valid MIDAS certificate to drive the minibus. (n/a for volunteers)
- It is the responsibility of the main contact listed above to ensure that a driver declaration has been submitted to us and that we have confirmed with you that your driver is approved and insured to drive the minibus well in advance of your booking.
- You must include plenty of time in your booking to allow any new drivers to be given an induction to the minibus before leaving the premises at the start of your booking.
- You must ensure that the minibus is returned on time, refuelled and clean and tidy.
- You must report any losses, breakages, damage, immediately to transport@uogtld.com or 01851850411.

Signed: _____ Print name: _____ Date: _____