

CYCLE TRAILER HIRE AGREEMENT

Contact Name _____

Organisation _____

Phone:

Work _____ Home _____

Mobile: _____

Email: _____

Address: _____

Postal Address (if different to above)

Date Trailer to be picked up: _____

(A day hire will be charged if trailer is collected prior to 3pm)

Date Trailer will be returned: _____

(A day hire will be charged if trailer is returned after 12 noon)

No of days trailer to be hired: _____

No of cycles to be carried: _____

Reason for hiring trailer:

Place/s where trailer to be taken: _____

Hire Fees:

Fees and charges as from 1 July 2016

(Subject to change 1 July each year)

Schools/Community groups \$30 per day

Other groups/businesses \$40 per day

(Tick the appropriate box)

Full payment must be made to Sport Canterbury prior to hire.
Please make cheques payable to Sport Canterbury or pay by bank deposit
Sport Canterbury Bank Account: 12 3191 0034919 00

Hirers Obligation:

All hirers must complete a hire agreement form.

It is the hirers responsibility to pick up the coupling lock key prior to hire from the Sport Canterbury Office. The trailer is to be returned back to the designated storage area at the Southern Trust Events Centre, Morgans Road, Timaru..

If this is after Sport Canterbury's normal office hours (Mon-Fri 8.30-5pm) the coupling lock key can be placed in the cycle trailer with the equipment check list folder.

Please ensure both trailer doors are locked. The hirer must ensure that the trailer is returned clean and that the check list has been completed and placed inside the trailer for inspection.

Full payment (hire fee) is required when the key is picked up from the Sport Canterbury Office

The hirer agrees to use the cycle trailer owned & supplied by Sport Canterbury in a professional manner.

The trailer can only be towed, by a registered and warranted vehicle and the vehicle driven by a person with a current drivers license

Any accident involving the trailer must be advised to Sport Canterbury as soon as possible

Any damage or loss to the trailer must be notified to Sport Canterbury

Sport Canterbury will advise any hirer of noted damage identified from the check sheet within 48 hours of the trailer being returned, if they have not already been notified by the hirer.

Damage costs not covered by insurance will be charged to the hirer

Any insurance excess (\$500) will be the responsibility of the hirer.

Sport Canterbury is not liable for any injury sustained to persons using the trailer.

A hirer may not "on lend" the trailer to another group

Cancellation of hire must be notified to Sport Canterbury at least one week prior to use, otherwise a \$20 cancellation fee will be charged

I /We have read and agree to the above terms & conditions relating to the hire of the Community Cycle Trailer

Name _____ Signature _____

Date _____

Please return this form to the person below or make contact if you have any questions.

Lee-Anne Lang
Sport Canterbury
P.O Box 4053
Timaru 7942

Ph 03 686 0751
Fax 03 686 1353
Email lee-anne.lang@sportcanterbury.org.nz
www.sportcanterbury.org.nz

Office Use Only

Invoice Number: _____ Amount Due: _____

Payment Date _____ Check List Completed

NOTES: damage / lost equipent etc

