

Weber State University

Fleet Management

Charter Bus Agreement

Upon entering into this agreement the chartering organization agrees to the following conditions;

To compensate the bus at a rate of:

- \$50.00 per hour for local trips. There is a two hour minimum charge for all trips.
- There is an administrative fee for Facilities management of \$1.25/hour.
- There will be a one hour charge for cancelations with less than 24 hour notice.

The chartering organization shall provide a detailed itinerary at least one week in advance of the departure date.

The Shuttle Bus Services agree to have the bus available in a timely manner and provide safe efficient transportation to the desired location. The drivers will provide for refuse removal and maintaining the bus. It will be the responsibility of the driver to determine if travel shall be cancelled due to inclement weather or other existing hazards. If the driver deems it unsafe to travel he will notify the assistant fleet manager or fleet manager to assist with alternative plans. If the traveling organization determines not to travel they shall be responsible for any and all incurred expenses

The bus shall operate within the rules and guidelines provided by federal regulations governing the hours of service. This shall restrict the driver to

- 10 hours of driving per day
- 15 hours of on duty time per day

Busses will be scheduled on a first come first served basis. It shall be the decision of the bus manager to assign busses and drivers to each trip.

The bus service is not responsible for lost or damaged items that are not a direct result of driver or bus negligence.

Upon completion of this form you agree to the stated terms of this agreement.

Trip date(s)

Trip Destination

Organization

Responsible Party

Cost Code

Phone Number

e-Mail