

# Ride Safe – Stay Safe

## Bike Trailer Hire Application Form

» Application form must be submitted 14 days prior to the requested hire date/s.

» A \$2000.00 bond is payable at time of application.

### Applicant Details

Organisation's Name \_\_\_\_\_

Postal Address \_\_\_\_\_

Suburb \_\_\_\_\_

Postcode \_\_\_\_\_

Phone \_\_\_\_\_

Mobile \_\_\_\_\_

Email \_\_\_\_\_

Principals Signature \_\_\_\_\_

### Bike Trailer Hire Details

Proposed Date(s) \_\_\_\_\_

Proposed Day(s) \_\_\_\_\_

Purpose of Booking \_\_\_\_\_

### Hire Agreement

1. I hereby apply to hire the City of Casey 'Ride Safe – Stay Safe', bike trailer.
2. I certify that I have been issued with the City of Casey 'Ride Safe-Stay Safe' Bike Trailer User's Guide along with Terms and Conditions of Hire which I have read and understood and I will comply with all conditions detailed in the document.
3. Where the hirer is a company or incorporated association, I am authorised by the hirer to complete the Application Form on the hirer's behalf and acknowledge that I am personally responsible for ensuring that the hirer complies with the conditions of hire.
4. The hirer/s hereto agree to indemnify and to keep indemnified and to hold harmless the Council, it's servants and agents, and each of them from and against all actions, costs, claims, chargers, expenses, penalties, demands and damages whatsoever which may be brought or made or claimed against it or any of them, in connection with the hirer/s performance or purported performance of its obligations under this agreement and be directly related to the negligent acts, errors or omission of the hirer/s. The hirer/s liability to indemnify the City of Casey Council shall be reduced proportionally to the extent that any act or omission of the City of Casey, its servants or agents, contributed to the loss or liability. Non-government educational institutions must produce a certificate of currency.

## Acceptance of Hire Agreement

As a delegate of the organisation listed above, I acknowledge that I have read and agree to abide by the conditions of use for hire and undertake to comply with all aspects of such conditions should this application be successful.

Name \_\_\_\_\_ Position \_\_\_\_\_  
Signed \_\_\_\_\_ Date \_\_\_\_\_

## Application

Bookings will be confirmed upon receipt of the completed hire form and full payment of security bond.

Confirmation of your hire will be received in the form of an email once your application has been approved. Hiring is for the date/s specified in the confirmation email. Amendments to the original application must be made in writing.

Applications can be lodged;

- » In person at the Casey Safety Village before 1pm or at a City of Casey Customer Service Centre.
- » Email to: [safetyvillage@casey.vic.gov.au](mailto:safetyvillage@casey.vic.gov.au)

» Post to: City of Casey  
Road Safety Officer  
PO Box 1000  
NARRE WARREN VIC 3805

## Security Bond

- » The hirer is responsible for any damage to Council property caused by members of the hiring organisation and/or their associates. If any damages arise from the hiring organisations use the hiring organisation will pay reinstatement costs to the City of Casey.
- » The hirer must report any damage/s as soon as possible to the City of Casey, Road Safety Officer on 9705 5200 or 0418 380537.
- » Ensure the trailer and all contents are returned in the condition they were received.
- » The Security Bond return will be in the form of a cheque from the City of Casey and forwarded to the hirer, at the address nominated on the application form, within a six (6) week period from the conclusion of the hire period.
- » Penalties will apply for non-compliance.
- » Pick up and return of the bike trailer must be carried out on the hire date/s specified in the application, or as agreed by the City of Casey, Road Safety Officer.
- » The hirer agrees to indemnify and to keep indemnified, the City of Casey Council, its servants and agents, and each of them from and against all actions, costs, claims, charges, expenses, penalties, demands and damages whatsoever which may be brought or made or claimed against them, or any of them, in connection with the hirer/s performance or purported performance of its obligations under this agreement and be directly related to the negligent acts, errors or omission of the hirer/s.
- » The hirer/s liability to indemnify the City of Casey Council shall be reduced proportionally to the extent that any act or omission of the City of Casey, its servants or agents, contributed to the loss or liability.

## Privacy Statement

City of Casey is committed to protecting your privacy. Your personal information will be handled in accordance with the *Privacy and Data Protection Act 2014*. All personal information collected by the City of Casey will only be used for the purposes outlined within our Privacy Policy. Council's Privacy Policy is available from our website [www.casey.vic.gov.au/council/your-council/privacy](http://www.casey.vic.gov.au/council/your-council/privacy) and all Council Customer Service Centres. For further information about how Council manages and uses your personal information or how you can access and/or amend your personal information please contact Council's Privacy Officers via our website [www.casey.vic.gov.au/council/contact/feedback-form](http://www.casey.vic.gov.au/council/contact/feedback-form) or by calling on 9705 5200.

## Where to find us

Casey Safety Village is located at Site 06, 65 Berwick-Cranbourne Road, Cranbourne East. Melway Ref: 134 C6. You can find us located between the Casey RACE and The Factory.

## Disputes

In the event of any dispute or difference arising as to the interpretation of these conditions, or of any matter contained therein the decision of the City of Casey's Chief Executive Officer or his nominated representative thereon shall be final and conclusive.

## Office Use Only

Approved by _____	Bond \$ _____	Date _____		
<input type="checkbox"/> Bond Received	<input type="checkbox"/> Pre-Inspection Completed	<input type="checkbox"/> Trailer Issued	<input type="checkbox"/> Drivers Licence	Insurance Name _____
<input type="checkbox"/> Bond Returned	<input type="checkbox"/> Post-Inspection Completed	<input type="checkbox"/> Trailer Returned	<input type="checkbox"/> Bond Withheld	Insurance Policy# _____

### Contact City of Casey

03 9705 5200

**NRS:** 133 677 (for the deaf, hearing or speech impaired)

**TIS:** 131 450 (Translating and Interpreting Service)

[caseycc@casey.vic.gov.au](mailto:caseycc@casey.vic.gov.au)

[casey.vic.gov.au](http://casey.vic.gov.au)

 [facebook.com/CityOfCasey](https://www.facebook.com/CityOfCasey)

 [@CityOfCasey](https://twitter.com/CityOfCasey)

PO Box 1000  
Narre Warren VIC 3805

### Customer Service Centres

#### Narre Warren

Bunjil Place,  
Patrick Northeast Drive

#### Cranbourne

Cranbourne Park  
Shopping Centre