

## Bus Charges

**Document Date:** 13<sup>th</sup> September 2021

### 1. Overview

This document outlines driver and group responsibilities when driving a Kendall bus and the charges that may be incurred as a result of not meeting those responsibilities.

### 2. Charges

Offence	Who's Responsible?	Charge
Late return of a bus and/or keys	Hirer	£30
Failure to clear the bus of rubbish or leaving it in an unclear state at the end of use	Hirer	£15
Failure to leave the fuel at the same level as it started	Hirer	£15
Cost incurred from RAC due to fault of the driver/group	Hirer	Booking cost
Loss of key or any equipment from the vehicle	Hirer	Cost of replacement
Misuse of the vehicle resulting in damage	Driver and hirer	Cost of repairs
Damage to the vehicle through accident/incident	Hirer	Cost of excess plus any Cost of repairs incurred
Charges incurred to do with use of the vehicle that are not proactively covered (Parking, Congestion, Speeding)	Hirer	At cost
Smoking or drinking on the bus	Hirer	Ban
Failure to disclose previous claim on minibus vehicle insurance or points on license	Driver	Ban

Any repeat offences will be investigated and can result in a ban for the drivers or the group's access to buses.