Student Hire Cars

The Worldview Student Cars may be used for such things as ministry, church attendance, shopping, outings within approximately 100km of Worldview, airport pickups. If unsure, talk with the vehicle manager.

Before driving:
1. Every driver must read and sign the Terms of Use Agreement before driving and hand this to the Registrar.
2. Every driver must hold a full drivers license accepted by the State of Tasmania.
3. Note that only third party car insurance is held by Worldview for any damage to another vehicle in case of accidents BUT depending on your years of driving in Australia there is an excess on any claim that may be up to $1000.

To Book a car for use
1. Fill in the booking diary with the intended times of use.
2. Please allow time for minor delays, but be aware as well that others may be waiting for the car.
3. Get the keys immediately before you use the car (don’t collect them too early in case someone else needs to use the car before you).
4. After driving, park the car in its allocated space.
5. Fill in the vehicle log book in the driver side door.
6. Return the keys immediately.

Hire Costs:
*Please note that only the driver will be charged the hire cost. If you want to share the cost between a group of people it is up to you to arrange this between yourselves and repay the driver.*

Hire fees will be charged on the driver's Worldview account.

.40 (inc GST) cents per kilometre for the first 50 kilometres of each trip

.30 (inc GST) cents per kilometre for the remaining kilometres of each trip

Example of Log-Book:

<table>
<thead>
<tr>
<th>Beg</th>
<th>End</th>
<th>Purpose</th>
<th>Start km</th>
<th>End km</th>
<th>Kms</th>
<th>Date</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:30</td>
<td>12:00</td>
<td>Shopping</td>
<td>7724</td>
<td>7746</td>
<td>22</td>
<td>13/3</td>
<td>John Brown</td>
</tr>
<tr>
<td>7:20</td>
<td>5:30</td>
<td>Group picnic</td>
<td>7746</td>
<td>7800</td>
<td>54</td>
<td>16/3</td>
<td>Susan Kim</td>
</tr>
</tbody>
</table>

Refueling:
1. The costs of fuel, registration, maintenance and insurance are included in your hire fee.
2. If you refuel a car, pay with your own money, write your name on the back of the receipt and hand it into the accounts department. The amount will be deducted from your charged car use. (Please leave enough fuel for the next user)
3. There are no accounts for students to charge petrol to Worldview.

*Please report any problems immediately to the vehicle manager.*