



APPLICATION FOR RENTAL OF VEHICLE



Visit www.statefleet.nsw.gov.au for your online application form.

Department: _____

Head Office/Branch: _____

Head Office/Branch Address: _____

Email Address for Billing: _____

Head Office/Branch Phone No: _____

Cost Centre: _____

Billing Address: _____

Contact Name for Enquiries: _____

Phone No: _____ **Fax No:** _____

Driver: _____

Agency Ref No: _____

Make: _____ **Model:** _____ **Accessories:** _____

Body Type: Sedan/ Hatch/ Wagon/ Ute/Van (circle one) **Engine Size (litres):** _____ **No of Cylinders:** _____

Transmission: Automatic / Manual **Fuel Type:** Petrol / Diesel **4WD:** Y / N

DATE VEHICLE IS REQUIRED: _____ **TERM REQUIRED IN DAY'S:** _____

PICK-UP OR DELIVER: _____ **PICK-UP / DELIVERY ADDRESS:** _____

DELIVERY CONTACT: _____

AUTHORISATION:

Client Name: _____

Head Office Signature: _____

Client Signature: _____

Name: _____

Position: _____

Position: _____

Date: _____

Date: _____

Terms And Conditions For StateFleet Short Term Lease Vehicles

1 General

1.1 The hirer shall be responsible to ensure that the hire vehicle is not allowed to be:

- a) Used for any illegal purpose, raced, tow or carry passengers or loads that exceed manufactures specifications or modified in anyway whatsoever.
- b) Driven by a person or persons while under the influence of drugs or alcohol or have blood alcohol content that exceeds the legal limit of the state or territory in which the vehicle is driven.
- c) Driven by a person or persons in away to contravene state and territory laws.

2 Liability

2.1 The hirer shall ensure that the hire vehicle is:

- a) Kept in a state of roadworthiness that complies with state and territory transport regulations.

2.2 The hirer shall be liable for:

- a) Fines or charges payable as a result of any traffic or parking offences or violation which occur during the period of the vehicle/s hire.
- b) All cost incurred other than those covered by StateFleet under this agreement.
- c) Any damaged caused to person/s or properties not covered by comprehensive or third party insurance.

3 Fuel purchase

- a) Every vehicle hired under the StateFleet Short-Term Hire agreement is issued with one fuel card. This card will cover all fuel purchase for the period of hire.
- b) The fuel card will be delivered to the address stated on the application form within two days of receipt of application.

4 Repairs

- a) Every vehicle hired under the StateFleet Short-Term Hire agreement is covered for schedule servicing and repairs.
- b) When servicing or repairs are required, contact StateFleet Services repair centre on 1800 801 523 for the nearest contracted repairer.

5 Insurance

- a) Short Term Hire vehicles are covered by StateFleet for Comprehensive Insurance, however, the hirer will be liable for a \$1,000 excess payment for each claim.

*Please Note: The ExtraCar rental agreement does not insure you for any overhead or undercarriage damage, nor does it cover costs incurred through negligence or abuse. All 4wd and commercial vehicles excess is \$2,000 for each claim.