



## RJ Weston Duffield Charity

The Weston Centre, Tamworth Street, Duffield, Belper  
Derbyshire DE56 4ER

### USER GROUP REGISTRATION FORM

<b>USER GROUP NAME:</b>	
User Group Secretary/Contact:	
Address & Postcode:	
Mobile Tel:	Landline:
E-mail:	

#### DRIVER INFORMATION

The RJ Weston Duffield Charity will let the minibus out to Registered User Groups only. All drivers must be qualified and registered with us.

- Only qualified drivers may drive the vehicle.
- Drivers must be aged over 25 years, and no older than 75 years of age.
- All drivers must submit a copy of their driving licence for approval.  
The licence must include the D1 Category of vehicles.
- **Every driver must complete a separate Driver Registration Form.**
- Drivers must be competent in all operational aspects of the minibus, including manoeuvring in limited spaces, using the wheelchair lift, removal & replacement of seats and use of the automatic gearbox. We may request the driver take a test in the above areas.
- The RJ Weston Duffield Charity has produced a customised Driver's Manual which is important for the safety of all users. All drivers should be aware of its contents.  
A hard copy is kept in the vehicle cab.

#### AGREEMENTS

- o I/We agree to the RJ Weston Duffield Charity Terms & Conditions, which are attached.
- o I/We undertake to ensure that all charges arising from the use of the minibus, by this User Group will be paid within seven (7) days of the invoice date.
- o All vehicle fuel, fees or driving fines, i.e. parking, speeding, etc., whilst in the use by the User Group will be paid for by the "User Group" or Driver.
- o I/We declare that, to my/our best of knowledge and belief, the statements made on this form are true and complete.
- o I/We authorise RJ Weston Duffield Charity to make the completed form available to their insurers if required.

<b>SIGNATURE:</b>	<b>DATE:</b>
Please return this completed form, together with a £20 User Group Registration Fee to the address as shown above	