



Town of Collierville

Parks, Recreation, and Cultural Arts
Division of Tourism & Special Events
Double Decker Bus Rental Application

Name: _____

Phone Number: _____

Email: _____

Billing Address: _____

Date of Use: _____ Number of Hours _____

Number of Persons Expected: _____ (Maximum Capacity - 54)

Place of Departure: _____ Time of Departure: _____

Route (Specify all streets, highways or roads, in sequence, upon which the bus will travel. **Bus may not leave the Town of Collierville corporate limits for Collierville Reserve Area.**)

Location of Termination of Tour _____

FEES: \$210.00 (minimum) for 2 hours of use
\$70.00 for each additional hour
20% discount on fees for non-profit organizations (must provide proof of status)

RETURN TO: Town of Collierville Parks, Recreation and Cultural Arts
440 W Powell Road
Collierville, Tennessee 38017

NOTE: Rentals are not available during the month of December.
Submission does not guarantee rental; contingent upon driver availability and route approval.

FOR OFFICE USE ONLY

Fee: \$ _____ Amount Paid: \$ _____ Date: ____/____/____ Time: _____ am/pm

Receipt #: _____ Staff Member: _____

Route Approved: _____ Refund Processed: ____/____/____

Comments:

Rental Agreement

The Town of Collierville rents the Double Decker Bus to _____ (“lessee”) on _____ at a beginning time of _____ and ending time of _____.

Lessee agrees to pay the full amount of the rental upon signing this contract.

All contacts for the use of the Double Decker Bus must adhere to the following:

- The Town of Collierville shall not be responsible for any items left on the Bus.
- The Town of Collierville shall not be liable for any inconvenience, loss, damage, delay or irregularity caused by acts of nature, authority of law, accidents, mechanical breakdown, road conditions, or any other condition.
- The lessee agrees to indemnify the Town of Collierville, its officials and employees for any damages (including attorney’s fees and other defense costs) arising out of the lessee’s occupancy and/or use of the Double Decker Bus, excluding damages caused solely by the Town of Collierville’s negligence.
- It is understood and agreed that the number of people in attendance shall not exceed the occupancy limitations listed on the rental application. **Maximum number of bus riders is 54 persons.**
- If the rental exceeds the amount listed on the contract, the Department of Parks and Recreation will bill the applicant at a rate of \$100.00 per hour. This amount will be determined according to the time recorded on the Bus Driver’s timesheet. Rental time that exceeds the contract will be recorded in quarter-hour increments. Payment should be mailed to the Parks and Recreation Department within 30 days.
- The group agrees to leave the Double Decker Bus neat, clean, and free from debris and undamaged in all respects after the function.
- The Bus shall not leave the Collierville corporate limits and/or the designated Collierville Reserve Area. All routes must be pre-inspected by Town of Collierville staff to insure proper clearance due to the height of the bus.
- The following are strictly prohibited on the Double Decker Bus at any time:
 - Food or drink (of any kind)
 - Alcoholic beverages
 - Tobacco products
 - Decorations
 - Firearms, explosives and fireworks
- The Town reserves the right to refuse to transport persons exhibiting behaviors or actions that prohibit the safe operation of the Bus.
- All riders must remain seated at all times when the bus is in operation.
- All children under the age of twelve (12) must be accompanied by a responsible adult at a ratio of one (1) adult for every five (5) children.
- All children between the ages of thirteen (13) and seventeen (17) must be accompanied by a responsible adult at a ratio of one (1) adult for every ten (10) children.

Disclaimer: Please be aware that the bus was built in 1964 in Great Britain. As such, it does not confirm to the Americans with Disabilities Act (ADA) because it was built before 1990.

Refunds

- 1. A 100% refund will be given, if the bus is unavailable due to mechanical issues prior to the rental.
- 2. A 100% refund will be given, if cancellation occurs 48 hours before a scheduled rental.
- 3. A 50% refund will be given, if cancellation occurs less than 48 hours before a scheduled rental.

Signature of Responsible Party

Date

Signature of Town Representative

Date

