

VILLAGE OF FONDA

DUMP TRUCK RENTAL REQUEST



Village of Fonda | 8 E. Main Street, PO Box 447, Fonda, NY 12068 | 518-853-4335

REQUEST INFORMATION

Today's Date: _____

SBL: _____

Applicant: _____

Phone: _____

Address: _____

Date/Time Requested: _____

Purpose: _____

RELEASE OF ALL CLAIMS AND AGREEMENT TO INDEMNIFY AND HOLD HARMLESS

Date: _____

In consideration of the permission given by the Village of Fonda for the use of _____

(Year / Make / Model of Village Vehicle)

in order to _____, on _____.

(Activity)

(Date(s))

_____ hereby agrees to indemnify and hold harmless the Village of Fonda and every agent, employee and official thereof against all liabilities, claims, suits, awards or judgments whatsoever which may arise directly or indirectly out of the above activity in favor of, or which might be claimed by, the above-named applicant/organization or third parties.

It is understood and agreed that this release of claims and agreement to indemnify and hold harmless is a condition precedent and an unseverable part of the permission given by the Village of Fonda, and the Village was induced to grant such permission by the promise of the undersigned to grant this release.

FEES & BILLING

Applicable charges: See the current Village of Fonda Fee Schedule. Additional landfill/disposal, mileage, labor, or other authorized costs may apply as provided by Village policy.

Landfill Cost - charged to the resident at the amount billed to the Village for receipt of debris.

Mileage - where applicable, charged in accordance with the current Village of Fonda Fee Schedule and Village policy.

Labor Cost - where applicable for work outside normal working hours, charged in accordance with the current Village of Fonda Fee Schedule and Village policy.

Fees billed are due and payable within 5 days. All time and mileage will be provided to the Clerk-Treasurer for billing to the resident; any unpaid fees and penalties may be applied to the resident's annual property tax bill as authorized by law and Village policy.

Signature: _____

Date: _____

VILLAGE DUMP TRUCK USAGE POLICY

The usage of the Village-owned dump truck is a service the Village wishes to afford residents of the Village of Fonda under the following guidelines:

Authorization: The Street and Water Commissioner is authorized to permit use of the Village dump truck as outlined within this policy. In the Commissioner's absence, authorization may be given by the Mayor or, in the Mayor's absence, the Deputy Mayor. No private use of the dump truck is permitted without authorization from one of these officials.

Residency Verification: The individual authorizing use will ensure a Vehicle Usage and Responsibility Form is completed and signed. Residency status will be verified with the Village Clerk prior to authorization. For purposes of this policy, a resident is a property owner holding property within the Village of Fonda whose taxes, water charges, and sewer charges are current.

Scheduling: The Street and Water Commissioner or authorized alternate will provide availability to eligible residents. Use must not interfere with Village work. Requests may be made for any day of the week, subject to availability and authorization.

Authorized Area of Use: The dump truck may only be used by a private resident within Village boundaries and may not be used for any purpose outside the Village. This restriction does not apply to intermunicipal agreements or projects.

Delivery and Pickup: The dump truck will be delivered and picked up by an authorized Village employee or official at the scheduled time. Delivery and pickup should occur during normal Village working hours. Outside-hours delivery or pickup may be permitted as provided by policy and the current Village Fee Schedule. The authorized person will visually inspect the vehicle before leaving it and upon retrieval. The parking brake must be engaged and the cab secured while the vehicle is left at the property.

Debris - Compost Materials: Residents may load leaves, grass, and tree limbs on the dump truck for removal.

Debris - Asphalt and Cement: May be authorized for removal to an authorized landfill facility. Applicable disposal and other charges are governed by Village policy and the current Village Fee Schedule.

Debris - Roofing and Construction Debris: May be removed to an authorized landfill facility. Applicable disposal and other charges are governed by Village policy and the current Village Fee Schedule.

Debris - Common Trash: May be removed to an authorized landfill facility when the amount exceeds standard trash removal provided by the Village refuse service. Applicable disposal and other charges are governed by Village policy and the current Village Fee Schedule.

Hazardous Materials: Paint, oil, and other materials defined as hazardous by applicable New York State environmental requirements may not be loaded or removed by the Village-owned dump truck or Village employee. Residents are responsible for retaining an appropriate private hauler.

Reporting and Documentation: The Usage and Responsibility Form, waiver of damage, vehicle inspections, and applicable mileage records must be documented and retained as required by the Village's records retention schedule.

Labor: When assistance with removal of debris is within 10 feet of the Village right-of-way and the Street and Water Commissioner determines that assistance is in the betterment or interest of the Village, Village labor may be authorized upon approval of the Mayor or authorized alternate.

Frequency of Use: The Street and Water Commissioner may limit the frequency of dump truck use by any one property owner.

Management and Authority: Nothing within this policy supersedes the authority of the Mayor/Deputy Mayor to manage the Village or the authority of the Board of Trustees through proper resolution. Any improper use of a Village asset should be documented and reported to the Mayor or Board of Trustees for appropriate review and action.

FOR OFFICE USE ONLY

VEHICLE INSPECTION

When Delivered to Applicant	When Returned to Village
Date: _____	Date: _____
Vehicle Description: _____	Vehicle Description: _____
Odometer Reading: _____	Odometer Reading: _____
Condition / Damage Notes: _____	Condition / Damage Notes: _____

BILLING / INVOICE INFORMATION

Dump Truck Usage: See current Village of Fonda Fee Schedule

Net Mileage: _____ miles - rate per current Village Fee Schedule

Landfill / Disposal Fees: _____

Total Tonnage / Pounds per Weigh Sheet: _____

Billable Net Weight: _____

Labor Costs, if applicable: _____

Other Miscellaneous (identify): _____

TOTAL INVOICE: _____

Authorized by: _____ Date: _____

Date received by Clerk-Treasurer's Office: _____

Invoice prepared: ☐ Yes ☐ No

Payment Due Date: _____

Distributed to applicant: ☐ Mail ☐ In Person ☐ Other: _____

Payment Received Date: _____ Method: ☐ Cash ☐ Check ☐ Money Order