



Vehicle Usage and Responsibility Form

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) (Dates)

_____ hereby agrees to indemnify and hold harmless
(Name of applicant, organization)

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 above activity in favor of, or which might be claimed by the herein above named 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 un-severable 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.

Fee Schedule: Minimum Charge: \$25.00, plus any additional costs to be billed, see below

- Landfill Cost**-to be charged to the resident at the amount billed to the Village for receipt of debris
- Mileage**-to be charged at the rate of \$.75 per mile traveled to any receptacle outside the Town of Mohawk. Recording of mileage will begin from the resident's property and end at the return to the resident's property or the Village facilities.
- Labor Cost**-the resident will be responsible for any labor relevant to the use of the dump truck outside of normal working hours. The rate of the labor will be billed at 1.5 times that of the hourly wage, plus all employment related costs.

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 will be applied to the resident's annual property tax bill

Signature

Date





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

Authorization: The Street and Water Commissioner is given the authority to permit the use of the Village Dump Truck as outlined within this policy. In his/her absence, authorization may be given by the Mayor or in his/her absence, the Deputy Mayor.

No one shall allow private use of the dump truck without authorization from one of the individuals named above.

The individual authorizing use of the dump truck will have a "usage and responsibility" form, to be signed and completed by the resident. Verification of residency status will be made with the Village Clerk prior to authorization of use of the dump truck to any alleged resident.

"Resident" shall mean a property owner that is appropriately the holder of any property within the Village of Fonda and has paid all taxes, water and sewage rentals to date.

Scheduling: The Street and Water Commissioner or alternate person provided, will provide a schedule of availability to any resident who seeks to use the dump truck as authorized through this policy. Scheduling the use of the dump truck must not interfere with the work of the Village but request may be made for any day of the week by any verified resident of the Village, and at the discretion of the Commissioner.

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

Delivery and Pickup of Dump Truck: The dump truck will be delivered by an authorized Village employee or official and will be picked up by the same at the scheduled time. The delivery and pickup of the dump truck must be scheduled during normal working hours of the Village. At a fee described within this policy, and on a volunteered basis, a Village employee may be scheduled to drop off or pickup the dump truck outside of normal working hours of the Village. The authorized individual dropping off or pickup up the dump truck will visually inspect the vehicle for any damage and operations prior to placing or departing with the truck. The vehicle will have the parking brake engaged and the cab secured when leaving the vehicle and during its use by a resident.

Debris:

Compost Materials: leaves, grass, tree limbs, are authorized to be loaded on the dump truck by the resident for removal.

Asphalt and Cement: may be authorized for removal on behalf of the resident to an authorized landfill facility. The cost of removal will be subject to the fees described within this policy.

Roofing and Construction Debris: may be removed on behalf of the resident to an authorized landfill facility. The cost of removal will be subject to the fees described within this policy.

Common Trash: may be removed on behalf of the resident to an authorized landfill facility if the amount to be removed is above the standard trash removal provided by the Village refuse service. The cost of removal will be subject to the fees described within this policy.

Hazardous Materials: paint, oil and others defined by NYS Encon; **may not be loaded or removed** by the Village owned dump truck or employee. Residents will be responsible for retaining an appropriate hauler privately.

Reporting and Documentation:

The following must be documented and remain on file for a period of 2 years:

1. Usage and Responsibility Form-to be completed with the resident by the person authorizing use
2. Waiver of Damage-to be completed prior to use with the resident by the person authorizing use
3. Vehicle Inspection-when vehicle is left and retrieved from the resident
4. Mileages at the time of drop off and pickup from the resident; additionally mileage driven for occasions that debris needs to be removed

outside the Town of Mohawk.

Labor: The Commissioner wherein assistance with removal of debris is within 10' of the village right-of-way and wherein the Commissioner has deemed the assistance is in the betterment or interest of the Village may authorized village labor upon approval of the Mayor or his/her alternate when absent.

Frequency of Use: It will be at the discretion of the Commissioner to limit the frequency the dump truck is used by any one-property owner.

Management and Authority: Nothing within this policy shall supersede the authority of the Mayor/Deputy Mayor to manage the Village or the authority given to the Board of Trustees through proper resolution. Any improper use of any Village asset should be immediately documented with the Mayor or the Board of Trustees for further investigation and action as deemed necessary.



FOR OFFICE USE ONLY

Vehicle Inspection when delivered to applicant

Date: _____

Vehicle Inspection when returned to Village

Date: _____

Vehicle Description: _____

Odometer reading: _____

Odometer reading: _____

Fees: Dump Truck Usage (includes first 400# of trash disposal costs) \$ _____

Net Mileage _____ miles @ \$ _____ per: \$ _____

Landfill fees:

Total tonnage/pounds of disposal per Weigh Sheet _____

Minus 400# (included in Truck Fees) - 400

Billable Net Weight _____

@ Disposal fee rate (\$ _____) \$ _____

Labor Costs, if after normal working hours: \$ _____

Other Misc. (identify) _____ \$ _____

TOTAL INVOICE: \$ _____

Authorized by: _____

Date rec'd by Clerk-Treasurer's Office

Invoice prepared

Date: _____

Date: _____

Payment Due Date: _____

Distributed to applicant by mail

Payment Rec'd Date: _____

in person

cash

check

money order

other (indicate method) _____