

POLICY – CONSENSUS CAR



Consensus
MEDICINSKA FAKULTETENS
STUDENTKÅR

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Background and purpose

Consensus has access to a leased car. The purpose of this policy document is to describe when, how, and by whom the car may be used.

Consensus' car shall primarily be used to meet the transportation needs of Consensus as an organization, but may when appropriate be rented by eligible persons or student organizations. Consensus' car may only be rented out to student organizations that have signed section contracts with Consensus, and by members who sign individual rental contracts.

Rental

The car may be reserved through contact with the board member or members who are responsible for the car. The reservation is binding, and shall be considered valid when the rental agreement has been signed by both parties. The car can be reserved at the earliest three (3) weeks before the planned rental date and at the latest two (2) working weekdays before the planned rental date. A valid driver's license as well as evidence of membership in Consensus must be provided when reserving the car. The individual who reserves the car will be held personally responsible for the vehicle, and shall be the primary driver of the car during the rental period. When reserving the car as a student organization, a reference person and their contact details must be provided. The board reserves the right to deny a reservation for any reason, without further explanation.

Rental during a university term entails that the car may be reserved for a period of time not shorter than two (2) hours and not longer than three (3) days. Rental not during a university term entails that the car may be reserved for a period of time not shorter than one (1) day and not longer than one (1) week. Car keys may be picked up on working weekdays during office hours or in accordance with any specific agreement made between the renter and Consensus. Reservations on Saturday or Sunday entail an obligatory rental period spanning the entire weekend. In such a case, the car keys shall be received on Friday afternoon and returned on Monday morning.

Rental agreement

The rental agreement stipulates the obligations and responsibilities the renter agrees to abide by during the rental period. The rental agreement shall include accurate pricing. The board revisits and reaffirms the rental agreement on a yearly basis. The rental agreement shall be freely available on Consensus' website.

The minimum criteria to be fulfilled by the rental agreement are listed below:

Consensus' rights and responsibilities:

- If the car is damaged or otherwise rendered unusable before the reserved rental date, Consensus is required to inform the renter as soon as possible. Consensus bears no responsibility towards the renter to replace the car, the rental agreement will instead be terminated.
- Consensus reserves the right to cancel a reservation up to 72 hours before the planned start of the rental period, though only in certain circumstances.



- Consensus shall be responsible for cleaning and washing the car in accordance with expected wear and tear, as well as for necessary maintenance.

The renter's rights and responsibilities:

- Record of the beginning and end of every rental period shall be kept in the logbook.
 - The renter shall record in the logbook the distance traveled according to the odometer before starting off at the beginning of the rental period, as well as after returning when the rental period is over. The total distance traveled in kilometers during the rental period shall also be recorded. The entry for the rental period in the logbook must be signed by the renter.
 - The car shall always be returned at the end of the rental period with at minimum a half tank of fuel remaining.
 - If the car does need to be refueled before returning, Consensus will repay the cost to the renter as fuel is included in the rental price
- The car shall be in good condition upon return at the end of the rental period. Therefore, the renter agrees to clean the car if it has become dirty or stained by other means than normal use during the rental period. This includes removal of residual garbage, liquid spills, etc. that do not normally occur during use of the vehicle.
- The renter shall be primarily responsible for paying any costs ensuing from damage done to the vehicle during the rental period that is not covered by the vehicle's insurance. Any ensued deductibles shall be paid by the renter.
- The renter is responsible for paying any other costs that come with use of the car during the rental period, such as tolls or incurred fines for traffic violations
- The car may not be used for the purpose of transporting inebriated individuals

Rental and payment:

- The car shall be rented out at cost, including overhead costs for fuel, service, repairs, parking, washing and wear.
- The rental cost shall be paid by invoice from Consensus. In case of non-receipt of payment, a reminder will be dispatched with an added reminder's fee
- The rental cost shall be calculated from the length of the rental period together with the distance driven in Swedish mil (1 mil = 10km). The rental cost is calculated per two-hour (2 hour) period (at a maximum of three (3) periods, or six (6) hours), alternatively by number of days. Rental on a weekend is calculated by a weekend rental rate
- In case of late return of the vehicle, a penalty fee may be incurred
- In case of the vehicle being returned in a dirtier state than expected, a penalty fee may be incurred - see "*Renter's rights and responsibilities*" for more details

The board reserves the right to make decisions involving deviations from stipulations in this policy when appropriate.

