

# NOTICE IN TERMS OF STAFF SERVICE; CHARTER SERVICE AND STAFF SERVICE CONTRACTUAL AGREEMENTS

PLEASE NOTE:

AS OF **03 JANUARY 2017** NO APPLICATION FOR THE ABOVE MENTIONED SERVICES WILL BE PROCESSED UNLESS THE APPLICATION MEETS THE FOLLOWING MINIMUM REQUIREMENTS:

- A. Particulars of company / school / organisation
- B. Company / school / organisation registration number
- C. Nature of business
- D. Physical address of company / school / organisation (for inspection purposes)
- E. Contact details / capacity of person responsible for contract (landline number)
- F. Number of staff / people / learners to be transported
- G. Details of Operator
- H. Validity Period of Contract (start and end dates)
- I. Routes / Area
- J. Times of Operation (timetable)
- K. Number / classes / capacities of vehicles to be used for service
- L. Points for boarding and alighting (where will staff / learners / passengers be picked up and set down).

**Management**