

# Primitive Road/Off-Road Agreement

12/1/2009

To Transportation Services Customers,

RFS # \_\_\_\_\_

The use of our vehicles on primitive roads (unpaved or unimproved roads), for off-road purposes or for use in Mexico continues to be a problem, due to extremely high maintenance, repair and recovery costs. These vehicles have often been returned with severely damaged tires, broken motor mounts, damaged interiors, etc. This type of use reduces the life-expectancy of the vehicle's mechanical components, assemblies and interior and may cause a problem in an otherwise sound vehicle.

At our current rates this use of our vehicles is not economically viable. It is very difficult to establish an accurate rate for this type of use. If we try to project a rate, based on past expenses, the rate may be cost prohibitive.

In order to decrease expenses and to continue to offer vehicles for this type of use, the following policies are in effect:

- We will inspect each vehicle before and after its use and recharge for all damage and necessary repairs. We will pro-rate the replacement cost of tires based on the remaining tread-life.
- Transportation and Parking Services will not be responsible for any expenses required to repair or recover a vehicle when any portion of the rental is on primitive roads or off-road use.
- Transportation and Parking Services will not be responsible for any expenses required to repair or recover a vehicle while in Mexico. Vehicle must be returned to United States at renter's expense.
- We will no longer provide "Baja kits" for off-road trips. It is very difficult to second-guess what parts may be required and we do not have any way of knowing the expertise of the person who might try to make a repair.
- The vehicles are not equipped with specialty off-road tires. We will purchase and recharge for this type of tire if requested. These tires will become the property of your department, and will be mounted on the vehicle before your trip and removed upon your return. We will recharge \$130 (2 hours @ \$65/hour) for this service. Spare tires, additional to the one provided with the vehicle, will also be the responsibility of the renting department.
- A \$50 fee will be charged for cleaning any vehicle returned in extremely dirty condition, particularly the interior.

These changes are necessary to operate as a viable, self-supporting entity. We truly appreciate your business and look forward to a continued relationship with all of the departments using our services.

I have read and agree to the above terms:

Account # \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Sign \_\_\_\_\_