



COURTESY CAR AGREEMENT

Jesse Viertel Memorial Airport

20044 Pearre Lane

Boonville MO 65233

(660) 882-3364

City Hall (660) 882-2332 Email boonville.airport@boonville-mo.org

Name: _____ Date: _____

Address: _____

Cell Telephone: _____ Home Telephone: _____

Aircraft Tail #: _____ Driver's License #: _____

Auto Insurance Company: _____

Agent Name: _____

Insurance Policy #: _____ Expiration Date: _____

Expected Date & Time Out: _____

Expected Return Date and Time: _____

Submit copy of current driver's license, current vehicle insurance card, and completed application to City Hall – (660) 882-2332.

The undersigned user agrees to use the courtesy car provided by the Jesse Viertel Memorial Airport in a reasonable and proper manner and to abide by all laws and ordinances of the State of Missouri and the City of Boonville. **Use of the vehicle must be within the City Limits of Boonville Missouri ONLY.** In case of accident, the user shall notify the Boonville Police Department first at (660) 882-2727 and then contact Airport Manager, John Taylor, at (660) 882-3364. The City of Boonville and Jesse Viertel Memorial Airport are not responsible for any citation or summons received by user during the operation of vehicle. User must return the car with a full tank of gas.

I have read the above agreement and state that I meet the requirements and agree to all stated conditions.

Signature

Date

TO RESERVE CAR FOR USE:

To reserve the courtesy car for use, contact City Hall at (660) 882-2332 during normal business hours Monday through Friday from 8:30 am to 5:00 pm. Arrangements must be made 24 hours in advance of the day of use. If the courtesy car needs to be used over the weekend or during a holiday, the arrangements must be made in advance during normal business hours.

Copies of the user's driver's license, insurance, and signed Courtesy Car Agreement must be emailed at boonville.airport@boonville-mo.org or faxed to City Hall (660) 882-6608, while arrangements for car use are being processed.

Keys to the car will be secured and the airport manager will provide the user the means of accessing the keys upon arrival.

Use of the courtesy car over multiple days will not be allowed unless authorized by City of Boonville staff.

The courtesy car is only allowed for use inside the City Limits of Boonville Missouri. The City of Boonville has installed a GPS Tracker on the vehicle.

Courtesy Car must return with a full tank of gas.

RESPONSIBILITY FOR MOVING VIOLATIONS, ETC:

Users are solely responsible for any legal action which may stem from their use of the courtesy car, including tickets, lawsuits, or repair costs.

If a user of the courtesy car does not return as scheduled, City Staff will contact Boonville Police Department. In cases where the courtesy car is returned damaged, City Staff, with the assistance of the City's Attorney's Office, will be responsible for filing a claim and arranging for repairing damage.

City Staff Use Only: Enter reservation on Jesse Viertel Memorial Airport Calendar

Date & Time Out: _____ **Date & Time Returned:** _____

Beginning Milage: _____ **Ending Milage:** _____

Dents or other visible damage to courtesy car: _____
