

Holdingsford Helping Hands Outreach to Elders

Surrey Policies & Procedures

The primary purpose of the Surrey and Surrey Limousine is to provide opportunities for physical fitness activity and enjoyment for our older population. We also would like to make the surreys available to the general population as a means of physical exercise and opportunity to enjoy our Lake Wobegon Trail. To these ends, the following Policies and Procedures are established.

1. Check-out times: Friday & Sunday – Noon to 8:00 PM
Saturday – 8:00 AM – 9:00 PM
(Other times may be available by appointment)
(Surreys are available on a first-come, first served basis.)

2. Surrey season runs from May 15 through October 15, weather permitting.

3. Cost for renting a surrey:

Surrey	Surrey Limousine
\$10/hour	\$15/hour

A late return will result in a charge of \$20.00

A damage deposit of \$100 will be required and a Driver's License will be held for security purposes

4. Each Surrey and Surrey Limousine must have at least one adult (over 21) on the surrey at all times. Drivers must be at least 16 years old.

5. Maximum number of riders per surrey:

Surrey	Surrey Limousine
3 adults & 2 small children	6 adults & 2 small children

6. Bicycle helmets are recommended for anyone riding on a surrey.

7. Rental fees help pay for the cost of operating the surreys, but do not cover any damage. We, therefore, ask that users assume the responsibility for any damages that occur to the surreys while in your custody.

8. Since we briefly inspect each surrey after use, we require a turn-around time of 15 minutes between each check-out.

9. Users are required to sign a User Agreement and Waiver of Liability form before use.

10. Older adults (age 60 and above) who live in our service area and are registered with Helping Hands may ride the surreys *free-of-charge* on Mondays and Wednesdays between 9:00 AM and 4:00 PM. At least 2 persons must ride in a surrey at all times. **You must reserve a surrey a week in advance.** On request, we will try to have a volunteer available on these days to accompany and pedal for older adults. Call 320-746-9960.