



591 Meetinghouse Road, Boothwyn, PA 19061
610-940-1507

Vehicle Transportation Policy

In partnership with our customer PennFleet provides transportation services under the following guidelines:

Our Driver Expectations:

1. Drivers are responsible for inspecting a vehicle prior to any location. A Vehicle Condition and Equipment Report must be completed and a customer signature needs to be obtained prior to pick and upon delivery.
2. Drivers will not operate a vehicle that they suspect is not operating properly. The driver will park the vehicle and make appropriate arrangements so that the vehicle can be serviced, operated safely, or towed.
3. Drivers must observe all traffic regulations. Drivers are personally responsible for any traffic citations (tickets) that may be issued as a result of operating a vehicle.
4. Drivers must take appropriate precautions when driving, including allowing extra travel time for hazardous weather conditions such as fog, rain, snow, and icy road conditions.
5. Drivers are responsible for taking appropriate measures to secure and safeguard the vehicle until it is returned to the PennFleet lot.

Customer Responsibilities:

1. Repairs and towing charges associated with mechanical breakdown.
2. Wear and Tear items:
 - Chips/Cracks to windshield that occur in transport
 - Tire puncture/leaks
3. Acts of Nature: including but not limited to hail, flood, wind, lightning

PennFleet Responsibilities:

- 1) Retain vehicle in a safe secure area with keys in a controlled key box.
- 2) Damage resulting in a vehicular accident or incident.
- 3) Damage resulting in negligence by our driver.

Customer, Electronic Signature & Date:

Customer Representative Name:
