

Sr. No. \_\_\_\_\_/S.A.  
Haryana Roadways, Sirsa

**The General Manager,  
Haryana Roadways SIRSA**

**Subject:- Hiring of Vehicle**

Sir, Please provide one vehicle of 54 seats

On \_\_\_\_\_ at \_\_\_\_\_ to \_\_\_\_\_  
And back on \_\_\_\_\_ at \_\_\_\_\_ From \_\_\_\_\_  
To \_\_\_\_\_

1 All terms in advance

2 Free detention will be as under:-

	Free Hours
(a) Where the journey does not exceed 80 Kms	NIL
(b) For journey exceeding 160 Kms.	6
(c) For journey exceeding 80 Kms.	12
(d) For journey exceeding 320 Kms	24

3 For detention exceeding these limits, the charges shall be Rs ..... per hour excluding passenger tax fixed by the Govt. from time to time.

4. If the vehicle is detained without prior permission the penalty shall be paid by the hirer

5. All Tolls and Taxes shall be paid by the party.

6 Haryana Roadways Sirsa shall not be responsible for any damage, break down and delay etc.

7 The tare for contract carriage shall be fixed by the Govt. from time to time.

8 In all dispute case the decision of General manager, Haryana Roadways, Sirsa will be final

Yours Faithfully

Name.....  
Address.....

FOR OFFICE USE ONLY

Please deposit Rs ..... Including Rs ..... As security

S.B.C.

S.A.

Approved  
General Manager  
Haryana Roadways Sirsa

Received Rs ..... (Rupees .....)

Vide receipt No ..... Dated .....

Cashier

Name & No. of the Conductor on duty (I) ..... (ii) .....

Name & No. of the Driver on duty (I) .....(ii) .....

Vehicle No:- (I) .....(ii) .....

Date & time of departure of vehicle in workshop [I] ..... [ii] .....

Date & time of arrival of vehicle in workshop (I) .....(ii) .....

Opening Meter (I) .....(ii).....

Closing meter (I) .....(ii).....

Total Kilometers of the journey : Haryana .....Punjab.....

Rajasthan ..... Delhi .....CTU..... Total .....

Total No. of passengers[I] Carried Journey .....

[ii] Return Journey .....

Signature of the Conductor (I) .....(ii).....

Signature of Party .....

Certified that all above entries have been checked thoroughly with the yard Control

And are correct.

Duty Clerk

Duty Inspector