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## APPLICATION FOR CARRIAGE OF UNACCOMPANIED CHILDREN

(To be completed in respect of children 7-12 years inclusive, who are not accompanied by a guardian aged 18 years or over)

**AGENT** \_\_\_\_\_ **DATE** \_\_\_\_\_

InterCity cannot be held responsible for unaccompanied minors before, during or after bus journeys which means:

- The child will be dropped off at their destination as the bus arrives. It is the responsibility of the legal guardian to ensure someone is there to meet them.
- The person collecting the child needs to be at the bus stop at least 15 minutes before it is scheduled to arrive.
- The bus will not wait and will leave as scheduled.
- The driver will follow the stated 'Unaccompanied Minor' policy.
- Drivers cannot supervise unaccompanied minors during rest stops. It is the unaccompanied minor's responsibility to ensure that they get back on the bus on time.
- Children may only travel as unaccompanied minors on selected direct services (see overleaf). Children travelling on routes requiring a transfer must travel with a guardian aged 18 or over.
- We will not accept any changes to unaccompanied minor bookings unless they are confirmed by the parent/guardian.

### THE FOLLOWING MUST BE READ AND SIGNED BY THE LEGAL GUARDIAN OF THE UNACCOMPANIED CHILD/MINOR

I/We, being the legal guardians of the minor mentioned below, request InterCity to accept them for carriage as passenger(s) on the service specified as an unaccompanied minor. I/we have read and understand the stated unaccompanied minor policy (overleaf). InterCity conditions apply to the carriage of passengers and baggage. I/ we agree to and shall assure to InterCity all the protection and benefits reserved to or conferred upon InterCity by such conditions. I/we indemnify InterCity against all actions, proceedings, claims, demands, costs or expenses incurred either directly or arising out of any non-compliance by the said unaccompanied minor with any of the said conditions. I/we hereby state that the minor is seven years of age or over.

\* InterCity applies to all bus services operated by franchisees and private operators

### **DETAILS OF UNACCOMPANIED CHILD** (this must be the same name as on the child's ticket)

Surname _____	Name (child 1) _____	Age _____
Booking reference _____	Name (child 2) _____	Age _____
Travelling From _____	Name (child 3) _____	Age _____
Travelling To _____	Travel Date _____ / _____ / _____	
Estimated arrival time _____		
Name of adult meeting child at destination _____		
Contact Phone Number _____		

### **Parent/Guardian to certify all details are correct and the above conditions are understood**

Signed: \_\_\_\_\_ Full Name: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_ (only used in emergencies)

#### **WHAT TO DO WITH THIS FORM**

- 1) Please email a copy of this form to [supervisors@intercity.co.nz](mailto:supervisors@intercity.co.nz) or fax it to 09 583 5774
  - 2) You must hand a copy to the driver, unless you booked online and filled out an Unaccompanied Minor form.
- Note: A separate form must be completed for each individual bus journey on a booking reference.**



## Unaccompanied Minor Policy

All unaccompanied minors are accepted for carriage under the guidelines of this policy.

A minor is deemed by InterCity Group to be someone aged between 7 and 12 years of age, inclusive. A minor is deemed to be unaccompanied if they are not accompanied by a person over the age of 18 years. No child less than 7 years old may travel alone on any InterCity Group Operated service.

InterCity Group will carry unaccompanied minors on selected InterCity\* or other InterCity Group direct services (see below), provided that an unaccompanied minor form has been completed fully, has been signed by at least one legal guardian, a copy held by InterCity Group and a copy held by the unaccompanied minor. It is important all legal guardians read and understand the unaccompanied minor form before signing it.

Unaccompanied minors can travel on the following services: InterCity (IC), InterCity Link (IL) and Newmans (NM) services, except overnight services 6503 and 6504; GreatSights (GS) services 7627, 7629 and 7230 only. Unaccompanied minors cannot travel on any other GreatSights service or any services run by an operator not listed above.

Guardians should note that a bus may stop a number of times between the point the minor boards the service and the point at which they depart. Neither the driver nor InterCity Group is responsible for the minor during these stops, nor does either accept responsibility for the minor. Responsibility for disembarking and boarding at all stops is the responsibility of the minor and/or the guardian. At the point of boarding and at the departure point neither the driver nor InterCity Group is responsible for the minor, nor does either accept responsibility for the minor.

A booking for an unaccompanied minor cannot be confirmed until an unaccompanied minor form has been fully completed. Ticketing a booking without an unaccompanied minor form being completed may result in cancellation of the reservation or a refusal of carriage.

Unless the online unaccompanied minor form was filled out during booking, unaccompanied minors must carry a copy of this fully completed form when travelling on any InterCity service. The driver will request to see the unaccompanied minor form before accepting the minor for travel. Failure to provide this form may result in refusal of carriage. If carriage is refused neither the driver nor InterCity Group will be responsible for the minor.

Where possible drivers will seat unaccompanied minors in rows 2-5. This is not guaranteed and is a stated intention only. Neither the driver nor InterCity Group can be held accountable for not seating minors in these rows.

InterCity Group reserves the right to refuse carriage if the correct forms are not completed and held prior to travel.

\* InterCity applies to all bus services operated by franchisees