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BT&TAN TRANSPORT PTE LTD

7030 Ang Mo Kio Ave 5 #03-19 Northstar@AMK S'pore 569880
Tel : 64837260(main line), 68531824 (chartered) Fax: 64837261
Email: nis@btntan.com, Reg No : 200205272G

SCHOOL TRANSPORT REGISTRATION FORM NEXUS INTERNATIONAL SCHOOL (SINGAPORE)

Pls circle

STUDENT'S NAME : _____ Gender : (boy ; girl) _____
 SIBLING 1 (IF ANY) : _____ Gender : (boy ; girl) _____
 SIBLING 2 (IF ANY) : _____ Gender : (boy ; girl) _____

YEAR : _____ (1ST CHILD) _____ (2ND CHILD) _____ (3RD CHILD) _____

ADDRESS : _____

 _____ POSTAL CODE : _____

FATHER'S NAME : _____ MOBILE NO. : _____

MOTHER'S NAME : _____ MOBILE NO. : _____

HOME TELEPHONE NO. : _____ OFFICE NO. : _____

EMAIL : _____ COMMENCING DATE: _____

PLEASE TICK ACCORDINGLY:-

PLEASE TICK MODE OF PAYMENT:-

One-way To School :
 One-way Return Home
 Two-way (to & from school)

By Cheque :
 By Inter Banking/Giro:

If billing address are different from the above address, please let us know your billing address:-

Company Name: _____ Attention : _____

Billing address: _____ Postal Code : _____

Company Tel: _____ Company Fax: _____

***Application of transport service require a written notice of at least 2 weeks in advance to us.**

<u>For Office Use Only</u>	
Bus No: _____	Invoice No : _____
Pick-Up Time: _____	Amount \$: _____
Drop Off Time: _____	Total \$: _____
	Date : _____

Dear Parents / Guardians



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Thank you for taking our school bus service, we are pleased to advise the following Terms & Conditions with regards to our school bus service.

STANDARD TERMS & CONDITIONS:

- BT&Tan is an independent bus operator and not an agent/employee of the School. Parents / Guardians should look toward BT&Tan and not the School for any transport related incident occurring.
- REGISTRATION : for those who wish to register for our bus service must complete the Registration Form and return it to our office either by fax (64837261) or email to nis@btntan.com. Allocation of a place will take 2 weeks to finalize following receipt of the fully signed registration form and will be subject to space availability on the required bus route.
Our Office Staff will notify you once their application has been processed and arranged.
- The registration form cannot be processed unless the waiver and indemnity form overleaf has been signed.
- Bus fare is calculated based on quarterly billing in a school year and in Singapore dollars net excluding 7% GST.
It is in the form of four (4) times payment for each school year. Payment shall be made within 2 weeks from date of invoice by cheque.
- Refund cannot be made if the service is terminated 2 weeks before the end of each term.
- Parents / Guardians must inform us one week in advance for shifting to new address and are liable to pay for \$30 for each changes.
- Parents / Guardians who intend to terminate our school bus service shall *give one month advance notice*, failing which, one month bus fare shall be payable in lieu of notice. At start of a new semester, you are required to take our bus transport for a min. period of 1 month
- Pick-up point and alighting point must be at the same place every day. For request of two different points, there will be an administrative charge depending on the location of the points.
- Due to the space constraints, we regret that, Parents and Guardians are not allowed to take the school bus together with their child/children
- Payment should be made by crossed cheque payable to “**BT&TAN Transport Pte Ltd**”. Or by Inter Bank Transfer to the following
Name Of Bank/Code : DBS Bank Ltd (7171), Branch/code : Serangoon Garden (047)
Name Of Account : BT&TAN Transport Pte Ltd
Account Number : 047-900131-0 (SGD dollar Current Account)
- Cash payment is not Acceptable. Receipt will not be issued unless requested.

Kindly sign & return this copy to us as soon as possible so as for us to process your application.

Thank you for your co-operation.

Acknowledged by :

I _____ Parent / Guardian of _____ Bus no. _____ of

address _____ hereby agree and acknowledge with acceptance with the above terms and conditions of BT&Tan Transport Pte Ltd.

Signature / Date



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WAIVER AND INDEMNITY

To : The Bus Company c/o Nexus International School, 201 Ulu Pandan Road Singapore 596468

In consideration of you, **Nexus International School (Singapore) Pte Ltd**, a company registered under the Company Act and having its registered office at 201 Ulu Pandan Road Singapore 596468 (hereinafter referred to as the "School ") arranging transportation on my behalf for the child/children named overleaf to be conveyed to and/or from school by means of a bus transport system provided by an independent contractor known as **BT&TAN Transport Pte Ltd** (hereinafter referred to as the "Bus Company") and which appointment I do hereby acknowledge and approve.

I _____ holding Passport No. _____
Of _____ Singapore do hereby agree as follows:-

1. I understand that in consideration of the Bus Company (and Bus owners) providing a bus transport service for my child/children in accordance with the conditions defined and agreed by the School on behalf. I will pay the Bus Company for the bus transport service at the beginning of each term at the prescribed rates and I will be bound by the conditions defined and agreed the School on my behalf.
2. I understand that my child/children conveyed to and /Or from School at my own risk and not at the risk of the school, who is acting liaison role between the Bus Company and parents and the School is only serving as a "clearing house" for questions, problems and co-ordination relating to the provision of the transport service. I agree that the School shall not be liable or be responsible for any accidents or personal injury sustained or suffered by my child/children or for my child's death or for any damage to my child's personal belongings, however caused, whilst my child/children is being conveyed, or is waiting to be conveyed, to and/or from School. I hereby release the School from any and all claims, demands, damages, costs or cause of action on account of or arising from any of the foregoing matters, including such action that may be taken by the School subsequent to any accidents or incidents in which personal injury has occurred.
3. In the event of any emergency, I do hereby authorize the School to arrange such medical attention for my child/children as may be reasonable and available in the circumstances and I undertake to pay all medical and hospital fees and incidental charges in respect of medical attention given to my child/children and to reimburse the School for any such fees and charges and all incidental costs and expenses which may have been paid by the School.
4. I further agree to indemnify the School against any and all claims, demands, damages, costs or causes of action which my child/children, his/her next-of-kin, parent, guardian, personal representatives and/or dependents may bring, make or have against the School on account of any matters stated above.
5. Reference herein to the School shall include references to the School, its office bearers, employees, agents and other persons authorized by the School from time to time, but shall not include the Bus Company and/or Bus owners or their officers, employees, agents or other other authorized to act on their behalf.
6. Nothing in the above documents shall limit the right of any child/children, next-of-kin, parents or guardian. Personal representatives and /or dependents to take action against any third party (other than the School) the Bus Company, Bus Owners or their officers, employees, agents or other persons authorized to act on their behalf.

Dated this _____ day of _____ 20 _____

Full Name : _____ Full name Of Witness : _____

Signed : _____ Signed : _____

Dear Parents and Guardians,



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Please observe the following bus regulations for all students riding BT&Tan buses. The intent of these regulations is to provide safe transportation for your child to and from school. Please read and discuss all of the regulations along with your child.

Our goal is for your child to have a safe and enjoyable journey experience to and from school.

Bus Regulations :-

- 1 * In order to keep the buses running on schedule, parents are urged to make sure that their children are ready to leave home five minutes before his or her bus is scheduled to pickup. Bus drivers are not expected to ring at a family's door to pick up student.
- 2 * Please allow some delay for the first few days of a new semester and also bad weather conditions such as raining days or mechanical failure. In the event that the bus is not able to turn up by our own fault, we will call to inform you and allow taxi charges to be reimbursed by you.
- 3 * Please be informed that designated pick up and drop off locations will be provided by us as per routing. The bigger buses will have designated centralized pick up points. Our operation personnel will work out the most practical routes so as to reduce the travel time. Estimated Travel time from first to last stop is 30-60 minutes. For out of area and low density area, it will be more than 60 minutes.
- 4 * Students may occasionally be moved between buses to accommodate changes in pick up routes. Parents will be notified of the new bus numbers, pick up and drop off times.
- 5 * Parents or person duly authorized by the parents must be punctual waiting at the location when their children are being drop-off by school bus after school. Parents take responsibility for their children, regardless of their age until they have been pick-up and after they have been drop-off by our school bus. In the event, if parents are late at the designated pickup points, the child shall be the last to be dropped off from the bus.
- 6 * Children from Kindergarten, must carry details for their residential address and phone number in their school bag.
- 7 * Any change of residential address or telephone number must be notified to the Bus office not less than two weeks before it comes into effect.
- 8 * If drivers are consistently kept waiting by a specific child, a report will be made to the Bus office. If the situation persists, parents may be asked by the Bus office to make alternative arrangements.
- 9 * Parents or Guardians must inform our bus office one day in advance either in writing or call us at 64837260, if their child/children do not want to be pick-up or drop-off by our bus service on a certain day, for example sick or CCA. If parents only find out in the morning that their child/children will not be going on the bus, it is the parents' responsibility to contact or SMS driver directly or calls us at 64837260
- 10 * Parents are responsible for any damage to the bus that their children may cause. A bill for the amount of the damage and other incidental expenses will be sent to the parents for settlement, if necessary.
- 11 * Parents who want their child/children to follow another child home or desiring to take another child home with them who does not normally ride a particular bus must obtain prior permission from our office staff to assure the bus is not overloaded.

Bus safety rules

- Fasten seat belts at all time.
- Comply with the bus driver's and bus assistant's instructions.
- Help keep the inside of the bus clean.
- Keep all belongings in their backpack and respect the property of others.
- Be respectful of the driver/bus attendant and other passengers at all times.
- Be courteous and talk quietly, without disturbing others on the bus.
- Remain in their seats until the bus stops. Do not stand or run around in a moving bus.
- Remain seated with feet on the floor in front of them; not in the aisle or draped over the seat back. Students must sit facing forward while the bus is in motion.
- Not eating or chew gum on the bus.
- No fighting, rough play or slap at another student.
- No pet allowed on the bus.
- No hard or sharp objects are allowed on the bus.
- Board and disembark the bus in an orderly and safe manner.

Note: To facilitate discipline on the bus, the driver or bus assistant may assign or reassign seats.

"Misbehave children will be reported to the school principal for discipline. Serious violation of rules may result in suspension of your child/children from taking the school bus for a period of time."