

# CIRCA Isle of Man Limited - Shopmobility Scheme

Circa House, Level 2 Chester Street Car Park,  
Douglas, Isle of Man, IM1 2PG. Tel: 613713



## Registration form

In consideration of you loaning to me a wheelchair/scooter under the CIRCA Isle of Man Limited Shopmobility scheme, I undertake to:

- accept full responsibility for the wheelchair/scooter during the rental period and not to leave it unattended at any time;
- meet in full, the current replacement cost / or the full cost of repairs in the event of the loss or damage to the vehicle;
- use the wheelchair/scooter with due care and attention and to indemnify CIRCA Isle of Man against any action, proceedings, claims or demands arising from the use of the equipment
- inform CIRCA Isle of Man of any accident that may occur whilst the wheelchair/scooter is on loan to me;
- not take the wheelchair/scooter from the Isle of Man without prior permission from CIRCA Isle of Man;
- not carry babies or children on the wheelchair/scooter;
- not allow anyone else to use the wheelchair/scooter;
- use the wheelchair/scooter at my own risk and accept that CIRCA Isle of Man are not be liable to me, for any injury, damage, loss of expenses whatsoever, however arising or caused;
- only use the wheelchair/scooter within the shopping areas in the Isle of Man;
- not exceed the weight limits for the vehicle, this will include the weight of my shopping if carried on the vehicle;  
*(Please ask CIRCA for the weight limits when collecting the wheelchair/scooter or phone us on the above number).*
- return the wheelchair/scooter to a member of staff of CIRCA Isle of Man on the specified date stated;  
*(You may return the wheelchair/scooter to the Offices of CIRCA or arrange for its collection if it is not required for the full rental period. A refund of the unused full days will be considered. This will depend on the demand for the wheelchair/scooter at the time)*

CIRCA Isle of Man reserves the right to refuse the loan of a wheelchair/scooter if any of the above conditions are not met and / or in their absolute discretion they consider it inappropriate for the wheelchair/scooter to be loaned to me.

I acknowledge that CIRCA Isle of Man accepts no responsibility whatsoever and will not be held liable for any injury, loss, damage or inconvenience either to myself or to any other person arising from the use of a wheelchair/scooter supplied to me by CIRCA Isle of Man.

I acknowledge that if I am unable to collect and return the wheelchair/scooter a delivery and collection charge will apply as per the tariff applicable at the time. \*

I the undersigned have been given sufficient instruction on the use of the vehicle, and declare that I am fully competent to use the vehicle. **I also confirm that I am not aware of any condition, illness or disability which would impair my ability to safely operate the wheelchair/scooter loaned to me by CIRCA Isle of Man.** I undertake to inform CIRCA Isle of Man immediately if I become aware of any change in my condition, which might affect my ability to safely operate the wheelchair/scooter loaned to me.

Name: .....

Contact Telephone No: .....

Home Address: .....Post code: .....

If you are a visitor please provide

your address in the Isle of Man .....Post code: .....

Date from which wheelchair/scooter required: \_\_/\_\_/\_\_

Date to be returned: \_\_/\_\_/\_\_

Deposit paid: ..... Donation paid: ..... Wheelchair/Scooter No: .....

I confirm that I sign this registration form having fully understood the conditions of use as set out above. If the wheelchair/scooter is being borrowed for use by any other person, I enter this agreement as on his/her behalf.

Signed: ..... Date: \_\_/\_\_/\_\_

Delivery required? Yes/no \*

PLEASE NOTE – power scooters may affect pacemakers if worn.

Delivery charge: ..... Zone:

\* The Charity does not receive any financial benefit for delivery/collection.

For office Use:

Familiarisation procedure completed: \_\_/\_\_/\_\_ Signed: .....Receipt No: ....

Date taken/delivered: \_\_/\_\_/\_\_ Date returned/collected: \_\_/\_\_/\_\_ Wheelchair/scooter No: \_\_\_\_

Your personal information will not be shared with any third party and is for our use only.

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### Additional information required from new clients or existing clients if their circumstances have changed

- How did you find out about CIRCA Isle of Man Shopmobility?
- What is your height/weight? H \_ / \_ \_ W \_ \_ / \_ \_  
*Vehicles have a recommended weight limit*
- Do you have a pavement vehicle at home? Yes/No
- Are you a wheelchair user? Yes/No
- Can you transfer unaided? Yes/No  
*Please note our staff are not permitted to lift anyone, only to assist. If you cannot transfer you must bring your own carer with you.*
- Do you use any walking aids? Yes/No  
*Walking stick(s), Zimmer frame*
- What is your medical condition?
- Please describe how your medical condition restricts your ability to walk.

Is there anything else we should know about that may have an effect on using a vehicle safely?

Signed: ..... Date: \_ \_ / \_ \_ / \_ \_

### Shopmobility – Additional Terms and Conditions

- To use the vehicle, you **may** be asked to demonstrate the ability to use all the controls satisfactorily and understand the function of each including:
  - a) The ability to sit on the seat provided, securely without any other means of support than is provided
  - b) The ability to steer, accelerate and brake must be demonstrated to avoid danger to user and other people
  - c) To understand the need to negotiate kerbs squarely to avoid risk of tipping and also the use of automatic doors
- You must not overload the vehicle with goods that may affect the safe usage of the controls
- Do not use the vehicle on the road, except for the purpose of crossing from one side to the other and always use a crossing point with a dropped kerb.
- Take due care and attention of the vehicle whilst in your care and not to leave it unattended unless safely parked out of the way of pedestrians and with the key removed.
- Be considerate to pedestrians and others. The Health and Safety of service users, pedestrians and others is our highest priority. If CIRCA Isle of Man receives a report of the misuse of our equipment e.g. driving without consideration to other users, in a way that could cause an accident or injury, this may lead to the cancellation of this agreement and a request for the return of the equipment.

### General maintenance *whilst the equipment is in your care*

- a) If the red power on light flashed there is a fault on the vehicle and you must contact us as soon as possible
- b) If the vehicle stops or will not start you must telephone CIRCA Shopmobility and let us know where you are
- c) Do not attempt to push the vehicle if it breaks down. We will always try to bring a replacement