



XTREME CLEAN VEHICLE DECLARATION

This Declaration is to outline the requirements of employees being provided Xtreme Clean

Vehicles:

- The vehicle provided will be suitable for the expected use and may change from time to time as necessary.
- The employee must maintain the cleanliness of the vehicle ensuring appropriate presentation at all times.
- The general maintenance of the vehicle including scheduled servicing, oil, water and checking of tyres and lights is the responsibility of the employee.
- Vehicle servicing will be conducted at Ultra-Tune unless otherwise authorised by the Operations Manager.
- Employee must agree to our non-smoking policy in all vehicles.
- The employee will be provided with a Motor Pass fuel card which must remain with the vehicle.
- The Motor Pass Fuel Card is to only be used for the Xtreme Clean Vehicle supplied. If you are required to drive another Xtreme Clean you must use the fuel card that remains in that vehicle.
- The vehicle provided will be fitted with ladder racks and tray cover/tool boxes. The equipment necessary to complete emergency make safes and your duties must be with the vehicle at all times.
- Private use of the vehicle is not permitted unless in emergency circumstances.
- You will be required to keep the vehicle garaged or in a safe location at your residence as there is no lockable facility at our main office or regional offices.

Please sign below to acknowledge your understanding of Xtreme Cleans Vehicle Policy. This declaration will form part of your Employment Agreement.

Employee Name

Employee Signature

Date: / /