

Transport Service Cost Outline & Authorisation

- Transport is optional, not compulsory
- You are not obliged to use the transport provided by Quest Employment
- There are NO ties or minimum time restrictions for using the transport service

Basic Transport Service & Cost Outline

For Quest Employment to operate a feasible transport service any flexible employee requesting the use of transport must be aware that the transport will collect & drop off employees at the nearest Quest Office. Where these guidelines are adhered to the transport fee will be as follows. Please initial below to agree to the amounts shown.

	Amount	Initial
Quest office to an assignment OR an assignment to Quest office (single journey)	£4.25	
Quest Office to an assignment PLUS a return journey back to Quest Office	£8.50	
Transport when booked at your request and not used or cancelled in reasonable time. If Quest incur a penalty fee for a no show or no pick up it is only fair that this cost is passed to the relevant employee.	£5.00	

Not Standard Transport Arrangements

Quest can organise a more tailored transport arrangement for individuals (i.e. home pick up). This service can be arranged for you and a fixed price agreed but you will need to pay the full amount as invoiced to Quest.

Signature of authority for personal travel arrangements to be made on request and charged in full.

Sign.....

By signing below, I am agreeing to pay Quest Employment for any transportation services I have used or requested following the guidelines as detailed above.

Payment Method

Print Name _____

Signature _____

Date _____