

Schedule A Institutional

Annual fee per department	\$200	Pro-rated for all departments when they join. To be renewed in January each year.
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Each department can add an unlimited number of Authorized Drivers to its Drivers List:
\$35 Application Fee per driver (one-time fee, non-refundable).

Benefit all Value Extra Plan privileges (see 1.0)

1.0 Value Extra Plan

Basic Rates	Value Extra Privileges
\$2.25/Hour or \$22.50/Day	Access to Work Rate (see 2.0)
+	Access to Long Distance Rate (see 3.0)
\$0.23/km	FLEX at \$0.35//Minute instead of \$0.41
	+ Access to FLEX cars at Basic Rates if cheaper (see 4.0)

All rates include: Fuel, insurance, winter snow tires and MacPass Transponders. Bridge tolls and airport parking fees are not included and will be listed on the invoice. Members' trips are calculated at the lowest cost for any reservation.

2.0 Value Extra Plan Exclusive "Work Rate"

Flat rate of \$18 per day Includes 10 hrs + 40km \$0.45/km for additional kms	"Work Rate" is applied automatically if cheaper if you respect the conditions below: Available only between Monday 6:00 AM to Friday 11:30 PM Maximum of 10 consecutive hours (If the trip exceeds this period, it will be fully charged at the Basic rate of your plan). *
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* An unaccounted period from midnight to 6:00 AM is included. This means that, for example, the Driver can pick up the car at 5:00 PM and return it the next day at 9:00 AM (16 hours later) without incurring any extra cost.

3.0 Value Extra Plan Long Distance Rates

September-June (low season):	July-August (high season)	Long Distance Rates are applied automatically when the long distance cost is lower than the Basic Value Extra Plan trip rates.
\$29.95/Day (add \$3 for the 1st day)	\$40/Day (add \$3 for the 1st day)	
\$149.75/Week	\$195/Week	
\$10/Hour for every extra hour beyond 24-hour Day Rate		
\$0.17/km Up to 300km; \$0.13 for additional kms		

4.0 Access to FLEX cars at Basic Rates

If cheaper, trip fees based on your Value Extra Plan Basic Rates*

No matter the duration of your trip, the lowest fare according to your plan is automatically offered, adding in the number of kilometres travelled. However, a 4-hour minimum will be charged. If a FLEX car is used for less than 4 hours, the system will compare the cost of the trip charged at the FLEX rate for the real time of use and the same trip for a 4-hour period (time + km) at the Value Plan rate and will charge the cheapest.

*The Basic Rates exclude special offers such as Work Rate and Long Distance Rate.

5.0 Deductible Reduction Fee (Optional)

\$25 Annual, per driver, all drivers

Optional, but recommended. Each department to decide.

Reduces the Member's Authorized Drivers at-fault collision and damages deductible to \$500 from the CarShare Atlantic Fleet \$1,500 deductible.

Deductible Reduction Fee option includes all Authorized Drivers on the Member's Drivers List.

This fee can be drawn on by a driver only once in a year. Subsequently the deductible for that driver returns to the CarShare Atlantic Fleet \$1,500 deductible.

6.0 Sample scenarios: [Approximate]

Remember gas is included

A. The cost calculated for this is based on a 200 km trip (Halifax to Truro) will depend on the duration of the reservation. The maximum amount for 200 km one-day (24 hours) trips in the low season would be \$63.95.

That is \$29.95 for the time, and $200 \text{ km} \times \$0.17 = \34 therefore $\$29.95 + \$34 = \$63.95$ (does not include 2 bridge tolls).

B. Under 5-hour return trip would cost \$45.25 or less. $5 \times \$2.25 = \$11.25 + 200 \times \$0.17 = \34 . $\$34 + \$11.25 = \$45.25$

7.0 Other Fees & Charges

Online Reservations	carshareatlantic.ca smart phone	No charge
Hotline Calls	Reservations: making new reservations only	\$ 0.75: 8am-7pm , \$2: 7pm-8am
	Problems: Member reporting issues	No charge

8.0 Administration Fees

Fob Fee	Replacement of lost fob or failure to return fob within delays upon account cancellation	\$20
Lost Fob returned	Return later of lost fob to inventory	\$20 Credit

On request CarShare Atlantic . can provide an Insured Driver Experience history letter from our underwriter for any individual driver-member after they have been with CarShare Atlantic for a year or more. This letter must be requested by filling out the contact us form.

9.0 Courtesy Charges

Applied at the discretion of CarShare Atlantic. The following Courtesy charges exist to encourage the behaviour necessary for the carsharing system to provide optimum services for all drivers. Repeated infractions by a driver may incur termination of Driver's Membership by CarShare Atlantic. Drivers' infraction histories are recorded.

CarShare Atlantic will provide an itemized cost statement of the Courtesy Administrative Charges. This cost statement is presented separately from, but is billed as part of the Member's monthly invoice. The costs of each incident will be totaled and identified separately by Driver ID, Reservation ID and Trip ID on each monthly invoice.

Will be LATE, call made BEFORE END of reservation	If car is available, only the extra time and call fee is applied	
	Car not available: Called for extension of 0-30 minutes	\$10 + extra time + call fee
	Car not available: required extension for 30 minutes or more	\$30 + extra time + call fee
LATE	Less than 30 minutes	\$20 + extra time + call fee
	30 minutes or more	\$40 + extra time + call fee
Vehicle left in wrong space [not reported]	Report to Hotline so they can inform the next Member	\$50
Incorrect vehicle taken	Please check your reservation	\$40 + time
Vehicle abandoned	Car abandoned intentionally or refusal to arrange for the safe transfer of the vehicle in accordance with instructions	\$50
Car left running	We will attempt to call client and request for the Member to go back and turn the car off properly; extend reservation until situation is resumed	\$20 fee + towing fee if tank empty and/or staff time
Vehicle left Improperly – Serious	Failure to fob out • removed ignition key from car • smoking in car • pets not in carrier • damaged vehicle not reported	\$50
Extreme behaviour	Unauthorized driver (non emergency) • car abandoned or tampered with • prohibited uses • wrong fuel	\$250 or cost of repair
Inconvenience to other Members	Lights left on, battery dead, car won't go • left too dirty to use, had to switch vehicle or cancel trip	Staff time Taxi fare as per G44(c) in the Member Agreement
Fines not paid, parking tickets on FLEX cars	e.g., parking, traffic tickets	\$20

10.0 Other Charges

General penalty or General administrative fees :

\$20, plus any additional fees incurred by CarShare Atlantic for any failure by the Member to comply with any provision of the Driver Terms, other than those for which a specific penalty is provided for in the list above and, more specifically, without limiting the generality of the foregoing, for any oversight, omission, or negligence on the part of the Member that inconveniences CarShare Atlantic or any other Member, such as the loss of the keys to a vehicle, leaving a vehicle's headlights on, gas card missing, windows left open, less than ¼ tank of gas, leaving with a vehicle before the designated time, issuing a cheque without sufficient funds or a cheque that is refused by the financial institution, failure of a pre-authorized debit payment, etc.

CarShare Atlantic Staff Time

- Unscheduled out-of-office CarShare Atlantic . staff time which is billed at a rate of \$25/hour per staff person, in 15 minute increments.
- There is a 30 minute (\$20) minimum charge for each CarShare Atlantic staff person affected.

Reasonable Costs

- Any unscheduled maintenance costs carried out on a Vehicle that are required to restore the Vehicle to a serviceable state as soon as possible;
- Any out of pocket travel expenses incurred to access the Vehicle to carry out unscheduled maintenance;
- Out of service time for the affected Vehicle (hourly or daily rate, depending on the length of the out of service time);

- Costs incurred by CarShare Atlantic to reimburse a customer, who is unable to access a CarShare Atlantic vehicle, for taxi fare to another CarShare Atlantic vehicle if necessary.

Flat tire

In case of a flat tire, the Member must have the damaged tire repaired before returning the vehicle. The resulting expenses, minus an amount of \$30 (for the Member's share) will be refunded on the Member's monthly bill. A service fee of \$20 plus staff time is applied if the Member returns the vehicle without taking care of the tire repair. If the Member chooses roadside assistance to install the spare tire, or if they choose to have the vehicle towed, CarShare Atlantic will refund up to 50% of any costs incurred as long as the Member Services (hotline) authorizes it beforehand.

Late Payment

Interest is calculated at 2% per month on all overdue accounts beginning 21 days after the statement date (and stopping at the date the payment was received). Interest accumulates at the rate of 2% per month (26.8% per annum) on any unpaid balances. A Member whose balance exceeds \$50 after the due date of the last invoice, will be refused use of CarShare Atlantic's services until his or her account is in good standing and payment has been made in full.