

Membership Manual



A.

Reserve

Schedule the vehicle you want via our website or phone us directly for assistance or to customize your transportation needs with Member to Member Services. You can make reservations in advance or on the spur of the moment. The CuseCars live at their Origination Locations, shown on our website.

www.cusecar.com

315-CuseCar (287-3227)

www.cusecar.org

B.

Drive

Follow the directions on the Web to pick up your CuseCar at the designated Origination Location. When you arrive at your reserved vehicle, use your CuseCar Smartcard to enter the car. Find the FOB with the ignition key in the Key Pad in the glove box. Enjoy your go-green driving experience. If you are making various stops, take the key with you and use it to lock and unlock the doors.

C.

Return

Return the vehicle to the same Origination Location where you picked it up unless you have made prior arrangements for a Valet Member to Member Service. Be sure to return the car on time since others may be waiting. Ending your trip is a two step process. First, put the FOB with ignition key back into the Key Pad in the glove box. Second, use your Smart Card to lock the door.

Learn your CuseCar ABC's!

Welcome to CuseCar, Inc.

Thank you for choosing to become a CuseCar member. This manual describes CuseCar’s transportation service, how the service works, and your responsibilities as a fellow member of a car sharing organization with numerous other members.

The procedures and policies included in this manual may change. It is your responsibility to keep informed of CuseCar procedures and policies. For the most current information, **check our website at www.cusecar.org or www.cusecar.com**. On the website, you can find other helpful information to keep you connected to the CuseCar network.

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1. CuseCar Membership Rates

Individual Memberships – Currently limited to those individuals associated with a Corporate Member, Origination Location, or Destination Location. Individual Membership opportunities will increasingly become available as the vehicle fleet grows.

Currently, Membership Eligibility is open to qualifying individuals from one of the following membership categories.

1. SUNY College of Environmental Science & Forestry – Rate Plan A and B
2. O’Brien & Gere Employees – Rate Plan A and C
3. Hawley Green Neighborhood Residents – Rate Plan A

If you meet one of the qualifying membership categories above, please obtain your Promotional Code from your organization, as it will be needed on the application form.

Rate Plans for Qualifying Members

Rate Plan A Standard Individual Membership
\$100 Annual Fee

Rate Plan B College/University Promotional
\$50 First Year Fee
Member renews to Plan A

Rate Plan C Origination Location Sponsor Promotional
\$20 First Year Fee
Member renews to Plan A

The following fees apply to all membership categories and rate plans.

- **One-time Application Fee of \$40:** Used to conduct a license/driving record check, schedule you onto insurance and add you to the CuseCar network for on-line car scheduling and access.
- **Annual Membership.** It includes your individual and secure key fob, password for on-line scheduling, a training session on how to operate the various AFV CuseCars, and all the benefit opportunities that are made available from CuseCar Sponsors, such as discounts on services and goods, parking preferences and more.
- **Hourly Usage Rate:** \$12 per hour.
- **Mileage Usage Rates:**
 - ✓ 0-60 miles FREE
 - ✓ \$.20 per mile (when gas prices are below \$3.50/gallon)
 - ✓ \$.30 per mile (if gas prices are between \$3.51-\$4.50/gallon)
 - ✓ \$.45 per mile (if gas exceeds \$4.51/gallon)

2. Making CuseCar Reservations

CuseCar Website Reservations

Making a reservation is as easy as logging on to our web site at www.cusecar.org or www.cusecar.com, or calling CuseCar for personal assistance or to customize your transportation needs with member to member Services.

Using the Website Reservation System

The following is a quick guide to using the CuseCar Website Reservation System. You will find help files, icons and links within the system to give you more detailed information on how to use it.

To begin, go to www.cusecar.org and enter your Member Number and PIN to log-in to your account. You can change your Pin # once you are in the account.

The first screen is a welcome screen with your messages. To make a reservation, click on the New Reservations tab at the top of the screen. Follow these easy steps to make a reservation.

1. Choose your Start and End time on the reservation:

Click on the calendar icon for the date and the drop down for the time. The site is defaulted to include all the Origination Locations and vehicles type at each location.

Note: The system accepts both standard and military time format. For instance, if you enter the time 0800, the system interprets it as 8:00 am. If you enter 800, the system will prompt you to select "AM" or "PM". Please double check your selection to eliminate confusion when you go to pick up your CuseCar.

2. Choose your Origination Location where you will pickup/drop off the vehicle:

After you reserve a vehicle, your credit or debit card on file will be charged for the estimated cost approximately 24 hours after your trip. Any additional fees or credits to the estimate will be adjusted on your next bill.

TIP: You can cancel any reservation without penalty if done within 59 minutes of making the reservation or within 8 hours before the confirmed reservation time.

Calling to customize your trip or add Member to Member Services

If you need personal assistance in making a CuseCar reservation, contact our headquarters at **315-CuseCar (287-3227)**. Reservation assistance is available during our designated main office hours between 8 am and 5 pm Monday through Friday.

Our goal is service you, our community member, with all your transportation needs when you have them. Therefore, we will do everything we can to accommodate your requests. Planning ahead always helps to ensure your needs are met, but we do understand there are emergency needs and sometime... life just happens. CuseCar will try to be as flexible and accommodating as possible. All of our members needs are important to us.

If you know you are going to be late, call CuseCar headquarters and let them know as soon as possible. CuseCar will try to accommodate the fellow member who scheduled the vehicle after you. Please see the Additional Fees section of this Manual for more information on penalties and fees associated with returning a vehicle late.

Reservation Cancellation

There will be no charge for cancellation if the reservation is cancelled more than **12** hours before scheduled use. If cancellation occurs less than **12** hours but more than 4 hours before scheduled use, you will be charged at your rate plan for $\frac{1}{2}$ of the hours reserved less any hours used by another member.

To cancel a reservation by phone, call us at 315-CuseCar (287-3227).

NOTE: It is not possible to change reservation dates or times. If your plans change, please cancel the reservation you have and make a new one in its place.

3. Picking up and Returning the CuseCar Vehicle

Before departing to pick up the CuseCar vehicle at the selected Origination Location, be sure you know where to find it. Specific vehicle location information is available on the website.

You may not park any other vehicle in the reserved CuseCar Origination Location parking space.

Make sure that you do not enter the vehicle before your reservation time. The vehicle technology is set to atomic time and, unfortunately, the dashboard clock may not be set correctly. So, please be cautious, and check the time before you enter the vehicle. Entering the vehicle more than five minutes before your reservation will result in an extra half hour charge. You can synchronize your watch by going to www.time.gov.

Types of CuseCar Vehicles

CuseCar's sustainability mission is to reduce vehicle miles traveled (VMTs), lower the community's carbon footprint, and enhance the existing transportation system. We are dedicated to providing alternative fuel vehicles (AFV's) and initiated our fleet in 2008 with Toyota Prius Hybrids. The website identifies the CuseCar vehicle type located at each Origination Location.

We may be advancing our fleet options over time to offer other AFV's as they become more commercially available and we develop alternative fueling options within our community (such as plug-n-play electric fueling locations). Additionally, over time, CuseCar may be providing other vehicle types, such as vans and trucks, to accommodate our member's occasional transportation needs.

Accessing the Vehicle

1. To unlock doors, hold your CuseCar Smartcard over the card reader on the driver's side front windshield for approximately 4 seconds (or until the light turns yellow.) The card reader has three indicator lights:
 - **Red:** The car is locked and waiting for you.
 - **Yellow:** The system is verifying your information (may take up to 30 seconds).
2. Find the FOB with the ignition key in the Key Pad in the glove box.
3. Insert the ignition key and start the car as you normally would.

TIP: If you have followed the instructions and cannot access the vehicle, please wait for the card reader light to turn red and try again. If you continue to have difficulties, call the CuseCar headquarters at 315-CuseCar (287-3227) for assistance.

Inspecting for Damage:

Before you begin each trip, be sure to check the inside and outside of the vehicle for damage. For major damage or a very dirty interior a call to our headquarters should be made to report the damage. **If you fail to report damage to a vehicle by another member, you may be held responsible for that damage.**

Vehicle Key

If you leave the car during your reservation for mid-trip stops, be sure to take the key with you and use it to lock and unlock the doors. **The Smartcard will not get you back into the vehicle.** Please do not leave your Smartcard in a visible place in the car while you are away from the vehicle as it could be a security hazard.

If you need to temporarily allow a restaurant valet to operate a CuseCar vehicle you may temporarily leave the key with them. You are ultimately responsible for the key and its security.

Returning the Vehicle:

Running Late?

You must return the vehicle by the end time of your reservation. If you realize you are running late, you are required to either extend your reservation or contact CuseCar headquarters at least 30 minutes prior to the end of your scheduled reservation time using the communications equipment in your car. If you do not extend your reservation or contact us within 30 minutes you will be charged additional fees. You can only extend your reservation if the time slot is open at your Origination Location.

To extend your reservation online, simply make a second reservation that begins when your first reservation is scheduled to end.

CuseCar will work to be as accommodating and flexible as possible to meet all our members' transportation needs. As a member yourself, you know the importance of having the vehicle at the Origination Location you signed up for at the time slot you anticipated.

Returning the vehicle past the end of your reservation time without extending the reservation or contacting our office will result in an automatic \$40 fee and potentially other fees if another member was inconvenienced.

Dropping off the Vehicle:

When you are done with your reservation and have turned off the ignition, **it is very important that you return the FOB and key to the Key Pad located in the glove box.**

Please make sure that both the FOB and key are fully inserted into the Key Pad. You will be subject to an inconvenience fee if you fail to return the FOB back into the slot. It is this action that stops the clock on your reservation and protects you and other members from a host of problems.

Check around for personal items, make sure interior and exterior lights are turned off, the windows are up, and that you have picked up any trash or miscellaneous items.

Please return all seats to their normal position, including the back seats. Step out of the car and close the doors.

Place your CuseCar smartcard over the reader on the front windshield until the car locks. The light on the card reader display will turn red.

NOTE: Locking the doors manually does not end your reservation: **you must use the Smartcard as outlined above.**

4. **Fueling the Vehicle**

If the gas gauge drops to $\frac{1}{4}$ of a tank while you are driving, it is your responsibility to fill the tank. Please use UNLEADED GAS only. Fueling with diesel causes mechanical problems and we will pass the expensive repair costs on to you.

A fuel card is found in each vehicle in the Key Pad in the glove box.

NOTE: If the fuel card is missing from the car or you are having trouble using it, please call our office immediately so we can approve a gas purchase using your own credit card. If we give you permission you will be reimbursed for the amount that you spent on the fuel. Please save your receipt and contact our headquarters to receive your refund.

Using the Fuel Card:

1. Locate the Fuel Card in the Key Pad located in the glove box.
2. Swipe the fuel card at the gas pump or pay station. Please press the credit button on the gas pump or pay station. If prompted, the zip code to be entered is 13202.
3. Fill the tank, and replace gas cap securely.
4. Return the fuel card to the Key Pad.
5. Print a receipt and write your member #. Leave the receipt in the glove box.

Continue on your CuseCar journey!

5. Emergencies and Troubleshooting

We do our best to make sure that you do not have problems while driving CuseCar vehicles, but if you do, we are ready to help.

In case of an emergency, please contact our headquarters at **315-CuseCar (287-3227)**.

Problems Accessing Car:

If the doors do not unlock when you hold your CuseCar Smartcard over the card reader, try removing the Smartcard for a few seconds and try again. (If the previous member didn't remember to hold their Smartcard over the card reader at the end of their reservation, your first attempt with the Smartcard ended the previous reservation, the second attempt starts your own.)

If the light turns yellow and stays that way for 90 seconds when you hold your Smartcard over the card reader, just remove the Smartcard and try again. The second time, the light should turn green and unlock the doors. (This occasionally happens in subterranean garages when the vehicle can't confirm your reservation because it is having difficulty communicating with the satellite signal.)

If nothing happens when you hold your Smartcard over the card reader, check the doors.

If they are **unlocked**, get in and check for the key. If it is not in the Key Pad in the glove box, then you will need to insert the FOB with key back into the Key Pad, step out of the car, and close the doors. At this point you need to hold your Smartcard over the card reader twice, once to clear the previous driver from the system and the second time to give you access to the vehicle under your reservation. If the doors are **locked**, you will need to call the emergency operator at 315-287-3227 to have the car doors remotely unlocked and assist you with starting your reservation.

Frequently Asked Questions

What happens if my reserved vehicle is not in its vehicle location?

If the CuseCar vehicle you reserved is not parked in the CuseCar location, first, look around; the previous member may have parked it in a space nearby. If you can't find it, call 315-287-3227. If we can't find another car that is within easy walking distance from the car that you originally reserved, we will pay your cab fare to the next nearest car.

NOTE: CuseCar will pay for the taxi and will pass these costs along to the member at fault (if any).

What happens if another vehicle is parked in the CuseCar space when I return?

If another vehicle is parked in the CuseCar space, park the CuseCar vehicle in the next nearest space and call CuseCar headquarters to let us know where it is parked. If there isn't another space in the same parking lot to park the CuseCar vehicle, call CuseCar headquarters right away for instructions on what to do.

Please do not park in a metered space or on the street! Failure to notify CuseCar that you have parked a vehicle out of place will result in a big inconvenience to the next member.

What if there is a problem such as a flat tire?

CuseCar has 24 hour roadside assistance for all of our vehicles. Call the AAA 24 hour emergency operator at 1-800-222-4357 and identify yourself as a CuseCar Member. The AAA operator will dispatch a tow truck to your location to assist you or will call a taxi to get you on your way. CuseCar does make every effort to get you to your desired destination.

What do I do if I lose my Smart card?

If you lose your smart card, please report it immediately! All you need to do is request a new one by calling CuseCar at 315-28703227. Replacing the card will cost you \$25.

Note: For insurance reasons, only CuseCar members can drive CuseCar vehicles. If you want someone (spouse, partner, and child) to share driving duties, they will need to become a member prior to them driving.

Member Responsibilities:

The following is an outline of your responsibilities. The purpose is to ensure your safety, the safety of others, and the success of the program. If you have questions or comments, please let us know.

- In order to use a CuseCar vehicle, you must be approved for membership and have accepted our Membership Agreement. If you apply online, the Membership Agreement can be reviewed under the Membership page and is part of the application process.
- You may not use a CuseCar vehicle without a reservation arranged through the CuseCar Reservation System. Doing so is grounds for termination of your membership.
- You are responsible for observing and complying with all applicable laws, regulations, rules, and ordinances. You are fully responsible for and shall pay any and all **finances, tickets, penalties, claims, losses, or damages, including towing charges you incur.**
- You agree to report any damage using a Motor Vehicle Accident Report Form provided in the glove compartment of the vehicle or by contacting CuseCar at 315-287-3227 to report minor damage.
- You agree to cooperate fully with CuseCar's insurer if any claim is made.
- You agree to report any traffic violations or crimes involving your driving record, whether or not such violation or crime involves a CuseCar vehicle or property.

Accidents and Damage:

If You Are Involved in an Accident:

- **IF THERE ARE INJURIES OR DAMAGE TO ANOTHER VEHICLE, CALL 911 IMMEDIATELY.**
- As soon as possible, notify CuseCar's 24-hour Emergency operator at 315-287-3227.
- Please cooperate with the other party and the police. Vehicle registration and insurance information can be found in the vehicle glove compartment.

Fill out and return the accident report to CuseCar, even if the accident is not your fault, even if the police are not notified. **You must complete the entire accident report which includes information about the other person(s) involved in the accident.** (i.e. name, plate number, insurance info, ect.)

Vehicle Damage:

Please notify CuseCar of any damage immediately, by calling CuseCar at 315-287-3227. It is important to also fill out the vehicle damage report form, located in the vehicle.

Insurance

CuseCar members are liable for the full amount of damage caused to CuseCar vehicles during their reservation.

CuseCar's fleet insurance policy provides some coverage for members while you are driving CuseCar vehicles. However, in the event of an accident for which you are at fault, or if no fault is assigned, you or your organization is responsible for all damage caused to CuseCar vehicles to the extent such damage is not covered by either the CuseCar policy or other applicable insurance coverage. This includes CuseCar's \$1,000 deductible, where applicable, as well as any damage or claim in excess of CuseCar's policy.

NOTE: If you fail to report damage and we determine that you are responsible for such damage, you will be responsible for the entire deductible and any amounts in excess of the applicable coverage limits, a penalty of up to \$1,000, and your membership will be terminated.

*** In the event of an accident, the member will be required to complete an incident report describing any physical and/or mechanical damage to the vehicle. Upon return of the vehicle, members and/or their individual insurance carriers may request to inspect the damaged vehicle, such inspection to be completed no later than seven (7) days after the return of the vehicle.**

THE FOLLOWING WILL VOID ANY INSURANCE COVERAGE PROVIDED BY CuseCar:

- Allowing non-approved drivers to drive a CuseCar vehicle, including family members;
- Any use of an CuseCar vehicle without a reservation;
- Intentional damage or damaged caused as a result of willful, wanton, or reckless conduct of the driver;
- Driving a CuseCar vehicle while under the influence of drugs or alcohol;
- Providing fraudulent or materially false information during the application process;
- Driving a CuseCar vehicle in an unlawful manner;
- Driving a CuseCar vehicle outside the United States without prior permission from CuseCar; or
- Failure to report damage or loss to a CuseCar vehicle.

Under 21 CuseCar Members

CuseCar does offer membership to those licensed drivers under 21 years of age. However, as an additional condition of membership, those members under 21 years of age must provide proof of separate insurance coverage (either individually or as a driver on another policy). Proof of insurance coverage may be provided in the form of certificate of insurance issued by your carrier.

For more information on insurance coverage, please call CuseCar headquarters at (315) CUSECAR (287-3227).

Prohibited Uses of CuseCar Vehicles:

YOUR MEMBERSHIP MAY BE TERMINATED AND YOU WILL BE PERSONALLY LIABLE FOR ANY AND ALL DAMAGE IF YOU ARE CAUGHT:

- Driving in an unsafe or reckless manner
- Allowing someone who is not an approved member of CuseCar to drive a CuseCar vehicle, this includes family members.
- Driving a CuseCar vehicle without reservations.
- Carrying persons or property for hire (i.e. taxi or parcel delivery service). You may use the car for business purposes, such as attending meetings.
- Driving under the influence of alcohol, drugs, or intoxicants.
- Driving a CuseCar vehicle for any illegal purpose or in the commission of a crime.
- Driving off graded or paved roads
- Carrying more passengers than the vehicle has seatbelts for, or for failure to ensure that all passengers use their seatbelts, including you, the driver.
- Loading the vehicle beyond its rated capacity
- Driving a CuseCar vehicle into Canada without pre-approval from CuseCar
- Driving into Mexico without pre-approval from CuseCar.
- Carrying animals without proper airline-type carriers.
- Smoking or allowing anyone else to smoke within the vehicle.

Lost and Found

CuseCar assumes no responsibility or liability for personal items left in our vehicles.

If you leave a personal item in a CuseCar vehicle, you should call our 24-hour Emergency operator, and let them know the vehicle location number and date/time you returned the vehicle. You are responsible to retrieve your own item(s). Please make a reservation (30 minute minimum) and go to the car as soon as possible.

If you find another member's belongings, please put it in the glove box or vehicle trunk. If you feel it may be of value, please call our 24-hour Emergency operator and let them know the vehicle location number and the description of the item. Please do not take the item with you. You can also report any lost or found items online by clicking the "Feedback" tab and submitting the information.

Billing:

All membership and driving charges will be applied to your credit or debit card that you provided on your application. You will receive a statement each month with details of your usage and reservations for the previous month.

NOTE: You are responsible for keeping your credit or debit card information current. Failure to keep your credit card on file up to date may result in late fees and/or suspension of your account. You can update your credit card by logging in and clicking on the My Account tab at the top of the page. Go into Billing to update your account.

Please call us at (315) 287-3227 if you have any billing questions. Please update your account if your billing information, such as address, phone number, credit card or email address changes.

Please be advised that if your account is suspended or inactivated, your standing reservations for future use may be released for other members. Upon reactivation of your account, you should confirm the status of these reservations.

You are charged according to the rate plan you have chosen. Rate Plan changes made online or over the phone will go into effect at midnight of the first day of the next month.

Credit and Additional Fees:

There may be additional credits and/or fees. This list is subject to change.

Annual Renewal Fee:

All plans require a \$25 annual driver renewal fee, charged at the anniversary date.

Late Payment Fee:

If the credit or debit card you have on file declines for any reason you will be assessed a \$50 bounced payment fee.

Reservation Cancellation Fee:

There will be no charge for cancellation if the reservation is canceled within 59 minutes of making the reservation or if the reservation is cancelled more than 12 hours before scheduled use. If cancellation occurs less than 12 hours but more than 4 hours before scheduled use, you will be charged at your rate plan for ½ of the hours reserved. No refunds are available for reservations cancelled less than 4 hours before scheduled use.

Late Return Fee:

Notifying CuseCar at least 30 minutes prior to scheduled reservation end will result in no late fee, but a possible charge for an inconvenienced member's cab fare and potential other charges may be applied. Notifying CuseCar less than 30 minutes prior to the scheduled reservation end will result in a \$10 late extension fee. In addition you may be charged for the possible inconvenience to another member (i.e. cab fare). Failure to notify CuseCar if running late will result in a \$40 fine with an additional charge of \$10 for every 30 minutes you are late. In addition you may be charged for the inconvenience caused to another member (i.e. cab fare) .

NOTE: CuseCar membership does not guarantee vehicle availability.

NOTE: You can avoid late return fees by scheduling extra time on your reservation and/or trying to extend your reservation.

Inconvenience Fee:

Members will be charged up to \$100 plus the direct cost for inconveniencing other members (i.e. no fuel, no ignition key, FOB not put in Key Pad in glove box at the end of the trip, misplaced garage keycard, car not being parked in a designated CuseCar parking spot, etc.).

Damage Fee:

Reported damage to a vehicle for which member is not responsible will not result in a fee for that member. Not reporting existing damage to interior or exterior of the vehicle you reserved could result in fees up to \$250. Members are liable for damage to CuseCar vehicles as set forth under the Insurance section of this Manual.

Wrongful Fuel Fee:

Members will be charged the cost of repairs if anything other than unleaded fuel is used in CuseCar vehicles. Leaving less than ¼ tank of gas will result in a \$25 fee.

Pet Fees:

Failing to place pets in an airline-type carrier, or if there is pet hair on the seats of the CuseCar vehicle, will result in a \$250 fine plus the cost of cleaning.

Smoking Fees:

Members caught or suspected of smoking in a CuseCar vehicle will be charged a fee of \$250 plus the cost of cleaning.

Dirt or Trash Fee:

\$50 fee for all members who do not return the vehicle in the condition it was in during the reservation time(i.e. dirt, or trash left in the vehicle).

Parking Fee:

Any vehicles parked in restricted areas such as tow zones or no parking areas will result in a \$35 fee plus the cost of all tickets.

Not Returning FOB Fee:

Not returning the FOB to it designated spot in the Key Pad in the glove box will result in a \$25 fee.

Failure to Turn Off Lights:

Resulting in a dead battery - \$75 fee.

Locking Door Fee:

Failure to lock doors will result in a \$50 fee.

Key Left in Ignition:

\$50.

Smart Card Replacement Fee:

\$25

***NOTE: Allowing a non-CuseCar member to drive a CuseCar vehicle will result in the immediate termination of your membership.**

MEMBERSHIP AGREEMENT

I recognize that:

- If CuseCar accepts my application, the terms of the application along with the terms set out in the CuseCar Membership Manual (the "Manual") immediately constitute a binding contract;
- CuseCar's acceptance of my membership application is subject to a successful check of my driving records, review of insurance information (if required), my payment of the appropriate membership fees, and meeting the eligibility requirements for membership.

I have received and read a copy of the Manual. I agree to observe and be bound by the terms included in the Manual, including any amendments.

If my application is accepted, CuseCar will, subject to all the terms and conditions in the Manual and this Agreement, provide me with access to vehicles owned by it ("CuseCar Vehicles") and Member to Member Services at the rates outlined in the Manual, such rates subject to change from time to time upon notice to the member.

I understand that CuseCar cannot guarantee vehicle availability. CuseCar will endeavor to ensure that the CuseCar vehicles are clean and well-maintained. However, CuseCar makes no representation or warranty as to the fitness or condition of any CuseCar vehicle.

I recognize that during the use of a CuseCar vehicle, members are responsible for the maintenance and safe condition of such CuseCar vehicle.

I recognize and agree that as set forth in the Manual I will be responsible for payment of various fees, expenses, and fines, and agree that such monies will be a debt due and payable by me to CuseCar, as applicable.

I understand that CuseCar maintains an insurance policy covering CuseCar vehicles, a copy of which is available from CuseCar. I understand that I am liable for damage caused to CuseCar vehicles during my reservation, to the extent such damage is not covered by CuseCar's insurance policy. I recognize that any insurance coverage afforded me may be voided under certain actions set forth in the Manual.

I hereby agree to indemnify CuseCar, its Directors, agents, or employees, for any and all costs, liabilities, or expenses as a result of a claim by a third party for damages arising out of my use of a CuseCar vehicle, unless such claim is a result of damage caused by CuseCar's gross negligence.

I recognize that I am not a representative, agent or employee of CuseCar except to the extent that CuseCar may from time to time expressly designate me as a representative, agent or employee. I also agree to indemnify CuseCar for liability incurred to third parties as a result of my actions as a representative, agent or employee, whether I was acting within or outside the scope of my authority or apparent authority.