

SUNSHINE COACH



Application 2023

Before completing the form, please save it to your computer and read the guidelines.

Please answer all questions carefully, include any extra information which you think will help us and use a separate sheet of paper if you need more space. Specifications for each of the four Sunshine Coach models are provided at the end of this form.

1 Information about your organisation

Name of organisation: _____

Address: _____

Telephone number: _____

Email address: _____

Contact name and position held: _____

Type of organisation, e.g. school, club, etc.: _____

Date established: _____

If your organisation comes under a Local Authority, the NHS, or another controlling body, please give a name and address:

If not, how are you financed? _____

Does your organisation produce accounts? YES NO

If YES, please provide us with two copies. This is not applicable if you are a local authority maintained school

Please provide details of any support group, e.g. PTA, Friends, etc.: _____

If this application is being made by your support group, please provide contact details: _____

If you are located in an area with deprivation, please provide information about this: _____

2 The children

Total number of children in your care: _____ Age range: _____

Number of children who need a Sunshine Coach up to and including 19 years of age

Now: _____ In 12 months' time: _____

Describe/list in detail the children's disabilities and/or any disadvantage (use additional sheets if necessary):

Are any of the children resident and if so, how many?: _____

How many wheelchair users do you have?

Now: _____ In 12 months' time: _____

How many children must always travel in their wheelchairs?: _____

3 How the coach will be used

Please describe **in detail** why you need a Sunshine Coach and how you would use it: _____

How many days a week and how many weeks per year would the coach be used?: _____

Please give an estimate of yearly mileage envisaged: _____

If an additional coach is being requested, why is this needed now?: _____

4 Type of coach requested

Please indicate which type of coach would best meet your requirements (refer to page 8 for coach specifications). Place a tick against one type only:

- Fiat 35 Maxi 14 seater minibus
- Fiat 40 Maxi 17 seater minibus
- Fiat 35 Maxi 13 seater with fixed tail lift and removable seats
- Fiat 40 Maxi 17 seater with fixed tail lift and removable seats

Please note: in order to drive a 17 seater minibus (with or without a tail lift), you must have passed your driving test before 1st January 1997 or you must be in possession of a D1 licence category. If you hold a car driving licence and meet certain conditions, you might be able to drive other types of minibuses we provide.

For further information please refer to [Driving a minibus - GOV.UK](#) and [Driving school minibuses - Advice for schools - GOV.UK](#)

5 Existing transport

If your children are not resident, how do they get to you?: _____

What local transport is available?: _____

Is this your first application for a Sunshine Coach? YES NO

Is this application because (tick one box):

- You have a Sunshine Coach that needs replacement?
- You need to replace a coach not obtained from Variety?
- You need an additional coach?
- You do not have any coaches?

If you have one or more existing coaches, please give the following details for each vehicle (use a separate sheet if necessary):

Sunshine Coaches	1st vehicle	2nd vehicle	3rd vehicle	4th vehicle
Registration number				
Make/type				
Year of registration				
Current mileage				
Is there a tail lift?				
Sponsor (if known)				

Other coaches	1st vehicle	2nd vehicle	3rd vehicle	4th vehicle
Registration number				
Make/type				
Year of registration				
Current mileage				
Is there a tail lift?				
Sponsor (if known)				

If a replacement is being requested, which vehicle (give registration number) is to be replaced and why is the vehicle no longer usable?:

6 VAT

What is your VAT status? NO VAT RELIEF VAT RELIEF VAT EXEMPT PAYING VAT

VAT is chargeable on the purchase of the vehicle; if you are VAT registered you might be entitled to recover it. Do you know if you will be entitled to recover VAT incurred on the purchase of a vehicle?

YES NO

If you are unable to recover the VAT, do you have an associated body or organisation that would be eligible to reclaim the VAT should it choose to make the purchase the vehicle for your use?

YES NO

If you are unable to reclaim the VAT on the purchase of the vehicle, e.g. if you are a registered charity, then please note that the VAT will be a cost to you in addition to your donation.

7 Donation

We ask for a contribution towards the coach, usually approximately one third of the cost. :

14 seater minibus	£17,275
17 seater minibus	£18,370
13 seater conversion with a tail lift	£19,120
17 seater conversion with a tail lift	£20,577

If you can raise more than the minimum donation, you will be helping another organisation which might not be able to raise the minimum donation as well as the Variety Sunshine Coach Funds

How much would you be able to donate to Variety?: £ _____

Is this money available now? YES NO

Please note that VAT is payable on the purchase of the vehicle. If you are unable to reclaim this VAT from HM Revenue and Customs, e.g. if you are a registered charity, this will be a cost which in addition to the donation amount, we will ask that you take into consideration.

Have you approached your Local Authority or another source to help fund your donation? If so, whom and with what result?:

8 Other questions

Have you been involved with Variety before? E.g. for outings, visits, events etc. YES NO

If YES, who is/was your Variety Liaison Officer?: _____

If you had a Sunshine Coach, would you:

Provide qualified driver's? YES NO

A driver must hold a full UK licence and be at least 21 years of age

Provide secure garage or parking? YES NO

Ensure that the vehicle is serviced and maintained according to the manufacturer's recommendations? YES NO

Keep the vehicle taxed and comprehensively insured? YES NO

Ensure that the original artwork is not defaced, added to or changed in any way and always replaced following any bodywork repairs? YES NO

How will you fund the coach running costs, service, maintenance, tax and insurance?: _____

Insurer: _____

Comprehensive? YES NO

Annual premium (if known): £ _____

Part of a Group Scheme? YES NO

Would you be interested in the special Sunshine Coach insurance scheme? YES NO

How did you hear about the Sunshine Coach Programme?

Existing Sunshine Coach user

Internet

Saw a Sunshine Coach on the road

Other: _____

IMPORTANT

PLEASE CONFIRM THAT THE FOLLOWING POINTS ARE UNDERSTOOD AND WILL BE ADHERED TO

Your Sunshine Coach will only be used by children up to the physical age of nineteen who are disabled or have other difficulties as described in section 2 of this form, together with the necessary adult attendants YES NO

Your Sunshine Coach will only be used by your organisation and no one else YES NO

Under no circumstances must a coach be disposed of without written approval from the Sunshine Coach Office in London (this includes vehicles written off as a result of an accident) YES NO

Should a new coach be supplied, you will immediately start to raise money for the donation towards the next replacement coach YES NO

Signage on your Sunshine coach should not be removed unless the coach is being auctioned or sent for scrap YES NO

If for any reason the coach is no longer required by the beneficiary responsibility and ownership will revert back to Variety the Children's Charity who will decide on the next steps YES NO

- 1. We will not consider any application for a replacement vehicle where an existing Sunshine Coach shows evidence of abuse and/or neglect, particularly where major damage has not been repaired. Therefore, please ensure that a vehicle to be replaced is in good condition when you receive a visit from us.**
- 2. At the end of the coach's useful life, we will ask that you donate the vehicle back to Variety as a gift. We will then arrange a collection and organise its disposal. Where an organisation wishes to trade in or dispose of the vehicle prior to the end of its useful life, Variety request that 70% of any funds acquired through sale or disposal are donated to the Charity.**
- 3. We cannot guarantee to replace a Sunshine Coach at the end of its life.**
- 4. All vehicles supplied by Variety are built to the manufacturer's specifications as passenger carrying vehicles. Government Transport Regulations prohibit the use of these vehicles for carrying passengers**

for hire or reward and therefore the entire expenses of any journey must be met by the users of the vehicle. The passengers must not contribute in any way as the vehicle will then be deemed for hire or reward and prosecution may follow.

- 5. a) All Sunshine Coaches are fitted with M2 seats with lap and diagonal inertia reel seatbelts. All vehicles run on diesel.**
- b) Full vehicle specifications are provided at the end of this form.**

Please sign this application form below & to agree with all guidance and terms.

Signed (if returning by post): _____

Signed (if returning by email, please check the box):

Please note: by checking this box you are signing the document electronically. It is equivalent to your handwritten signature

Position held: _____

Print name: _____

Date: _____

If you agree to receive communications from Variety, the Children's Charity and Variety Events Ltd please tick the box

Please return to:
Sunshine Coaches Programme
Variety, the Children's Charity, 93 Bayham Street, London, NW1 0AG
or email: **coaches@variety.org.uk**

Tel: 020 7428 8100
Fax: 020 7428 8111

Additional Requirements

Please be aware that we will require evidence that you have the following documents in place for your application to be considered:

- **Public Liability Insurance**
- **Safeguarding Policy**
- **Equality and Diversity Policy**

Please confirm by signature that you have these in place and have submitted a copy of these with your application.

Signed: (Applicant) _____

Date _____



the children's charity

improving young lives every day
www.variety.org.uk

Registered charity in England and Wales (209259) and Scotland (SC038505)

SUNSHINE COACH

Specifications

14 Seat Minibus

Make/model	Fiat 35 Maxi LWB HR 14 seat Minibus Conversion, M2 Floor	
Engine	Euro VI	
Gearbox	6 Speed	
Seating capacity	14 (Inc. driver)	
Colour	Blue	
Dimensions	External length	5998 mm
	Overall height	2524 mm
	Rear width	2050 mm
	Overall width	2400 mm (inc. mirrors)
	GVW	3500 kg

All seats are M2 tested & fitted with lap/diagonal belts

All buses are fitted with Fire Extinguisher & First Aid Kit, 2 x School Bus Signs

Immobiliser fitted as standard

13 Seat Welfare Bus with a Tail-lift

Make/model	Fiat 35 Maxi LWB HR 13 Seat Welfare Conversion, M2 Floor	
Engine	Euro VI	
Gearbox	6 Speed	
Seating capacity	13 (Inc. driver) With option to remove some seats to facilitate a maximum of 3 wheelchairs. At this full capacity, 2 seats plus the driver's seat and 3 seats in the rear remain in the vehicle	
Colour	Blue	
Dimensions	External length	5998 mm
	Overall height	2524 mm
	Rear width	2050 mm
	Overall width	2400 mm (inc. mirrors)
	GVW	4250 kg
Seating	All seats are fitted with lap/diagonal belts 3 x Unwin Quattro Combine Unit (wheelchair and occupant restraint)	
Wheelchair access	RUL35AW Automatic Under Floor Lift with Bumper step	

All buses are fitted with 2 x Fire Extinguishers, First Aid Kit, 2 x School Bus Signs

Immobiliser fitted as standard

Tacograph fitted as standard

17 Seat Minibus

Make/model	Fiat 40 Maxi LWB XLB HR 17 Seat Minibus Conversion M2 Floor	
Engine	Euro VI	
Gearbox	6 Speed	
Seating capacity	17 (Inc. driver)	
Colour	Blue	
Dimensions	External length	6363 mm
	Overall height	2524 mm
	Rear width	2050 mm
	Overall width	2400 mm (inc. mirrors)
	GVW	4005 kg

All seats are M2 tested & fitted with lap/diagonal belts
 All buses are fitted with Fire Extinguisher & First Aid Kit, 2 x School Bus Signs
 Immobiliser fitted as standard
 Tacograph fitted as standard

17 Seat Welfare Bus with a Tail-lift

Make/model	Fiat 40 Maxi LWB HR XLB 17 Seat Welfare Conversion, M2 Floor	
Engine	Euro VI	
Gearbox	6 Speed	
Seating capacity	17 (Inc. driver) With option to remove some seats to facilitate a maximum of 4 wheelchairs. At this full capacity, 2 seats plus the driver's seat and 3 seats in the rear remain in the vehicle	
Colour	Blue	
Dimensions	External length	6363 mm
	Overall height	2524 mm
	Rear width	2050 mm
	Overall width	2400 mm (inc. mirrors)
	GVW	4170 kg
Seating	All seats are fitted with lap/diagonal belts 4 x Unwin Quattro Combine Unit (wheelchair and occupant restraint)	
Wheelchair access	RUL35AW Automatic Under Floor Lift	

All buses are fitted with 2 x Fire Extinguishers, First Aid Kit, 2 x School Bus Signs
 Immobiliser fitted as standard
 Tacograph fitted as standard

Should you require any further information or assistance, please contact the
Sunshine Coaches Programme
 Email: coaches@variety.org.uk
 Website: www.variety.org.uk
 Tel: 020 7428 8100
 Fax: 020 7428 8111



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