

Appendix A - Membership Plans & Usage Rates⁶

Application Fee	
per driver (Membership options A & B)	\$30 (non-refundable)
Membership options ¹ - choose A, B, or C	
A. Regular Member - choose one of the two plans outlined below	
<i>A credit card, or in lieu of, a \$400 membership loan (fully refundable), is required for Regular Membership.</i>	
1. Regular Plan	
membership loan ²	\$10 (fully refundable)
monthly fee	\$40
2. Occasional Plan	
membership loan ²	\$10 (fully refundable)
monthly fee	\$8
3. Casual Plan	
membership loan ²	\$10 (fully refundable)
monthly fee	\$0
B. Corporate Member - choose one of the two plans outlined below	
3. & 4. Corporate Regular Plan & Corporate Distance Plan	
membership loan ²	\$10 (fully refundable)
monthly fee (per driver)	\$4 (\$40/month minimum)
5. Small Business Plan (maximum four drivers)	
membership loan ²	\$10 (fully refundable)
monthly fee	\$15
C. Associate Non-Driving Member	
membership loan	\$10 (fully refundable)
one additional person (shared membership)	\$10 (fully refundable)

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Driving Rates - Regular Plan / Corporate Regular	
per hour - first 5 hours	\$5.50/hr
per hour - additional hours	\$1.50/hr
per km - first 250 kms	25¢/km ^{3.7}
per km - additional kms	15¢/km ^{3.7}
Driving Rates - Occasional Plan	
per hour - first 5 hours	\$8.50/hr
per hour - additional hours	\$1.50/hr
per km - first 250 kms	25¢/km ^{3.7}
per km - additional kms	15¢/km ^{3.7}
Driving Rates - Casual Plan	
per hour - first 5 hours	\$12.50/hr
per hour - additional hours	\$1.50/hr
per km - first 250 kms	25¢/km ^{3.7}
per km - additional kms	15¢/km ^{3.7}
Driving Rates - Small Business Plan	
per hour - first 5 hours	\$7.50/hr
per hour - additional hours	\$1.50/hr
per km - first 250 kms	25¢/km ^{3.7}
per km - additional kms	15¢/km ^{3.7}
Driving Rates - Corporate Distance Plan	
per km	46¢/km ^{3.7} (minimum of charge of 16 km/hour OR 160 km/day)
Premium Vehicle Rates - Applicable to designated Premium Vehicles	
additional per first 5 hours above regular Driving Rates (applicable to all membership plans)	\$2
Quantum Delivery Program	
per booking delivery fee	\$15

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driveway delivery fee (<i>service currently unavailable</i>)	\$10
cancellation to reservation: >24 hours notice	no charge
cancellation to reservation: <24 hours notice	100% of hourly rate, + delivery fee, + driveway delivery fee (if applicable)
Fees for changing membership plans	
First plan change in a 12 month period	\$0
Subsequent plan change in 12 month period	\$20
Surcharges	
administration fee (per phone reservation and/or change/cancellation call)	\$3
cancellation or changes to reservation: >12 hours notice	no charge
cancellation or changes to reservation: <12 hours notice	50% of hourly rate
late return (as set out on page 13 of the Manual)	\$40 admin fee + \$20 compensation to affected member (if applicable) + compensation to the co-op for lost revenue ⁴ (if applicable) + costs incurred by affected member for alternate transportation (if applicable)
failure to charge electric vehicle OR failure to turn on charging station after returning electric vehicle.	
battery dead due to member negligence (i.e. lights left on, key left in ignition)	\$80 admin fee + \$20 compensation to affected member (if applicable) + compensation to the co-op for lost revenue ⁴ (if applicable) + costs incurred by affected member for alternate transportation (if applicable)
using a vehicle without a reservation	\$150 admin fee + \$20 compensation to affected member (if applicable) + compensation to the co-op for lost revenue ⁴ (if applicable) + costs incurred by affected member for alternate transportation (if applicable) + costs incurred by the co-op (if applicable)

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no show for reservation	100% of hourly rate
NSF (non-sufficient funds)	\$20
investigation of parking or speeding tickets	\$40 + cost of violation
administration fee for use of 407 toll road	\$5
fee for return of impounded or towed vehicle	all accumulated charges + \$20 admin fee + \$20 compensation to affected member (if applicable) + compensation to the co-op for lost revenue ⁴ (if applicable) + costs incurred by affected member for alternate transportation (if applicable) + costs incurred by the co-op (if applicable)
return of vehicle with less than 1/4 tank of gas	\$10 compensation to member who fills tank + \$10 admin fee
smoking	\$100 admin fee + cost of cleaning
doors not locked with Smart Card when exiting vehicle	\$30
windows left open	\$30
messy car/cleaning fee	\$40 admin fee + cost of cleaning (if applicable)
replacement Smart Card	\$15
removal of car key from tether inside vehicle OR removal from vehicle of any supplementary keys provided (i.e. extra key in cargo van to open gas door/hood)	\$40 admin fee + key replacement costs (if applicable)
failure to replace gas card(s) in Communication Unit	\$25 admin fee
failure to report any of the following: messy car, windows left open, smoking, low gas, vehicle damage, missing gas cards, or other violations of this Manual	\$15 admin fee
late payment fee for overdue account ⁶	3% compounded monthly and driving privileges suspended until full payment has been received
damage fee (see Insurance, Accidents & Damage, p. 13)	\$500

re-instatement fee - for accounts which have been suspended and sent to collections due to non-payment, charged to the member should they wish to remain a member of the co-op after paying off their balance owing to the collection agency	\$50 admin fee + amount of commission paid by the co-op to the collection agency
Damage Pool Program	
Regular Member - annual fee (per driver)	\$60
Corporate Member - monthly fee (per driver)	\$2
Notes	
<ol style="list-style-type: none"> 1. Membership loans are transferable (refer to Article 2 of the By-Laws) 2. Membership loan is similar to a security deposit - fully refundable on cancellation of membership 3. The co-op pays for gas. 4. Lost revenue is calculated based on the hourly rate and the number of booking hours affected by: the late return of a vehicle; impounded or towed vehicle; leaving the lights on and draining the battery. The Member is charged for the number of booking hours lost to the co-op as a result of the affected Member's booking cancellation. 5. The Regional Municipality of Waterloo, the Corporation of the City of Kitchener, the City of Hamilton, and the City of Waterloo are exempt from the late payment charge. 6. All fees, usage rates, and surcharges are subject to HST. Membership loans are not subject to HST. 7. The co-op has a Gas Surcharge Policy which affects the per km rate when the price of gas rises above \$1.50/L. The details of this policy can be found on page 18 of the Manual. 	