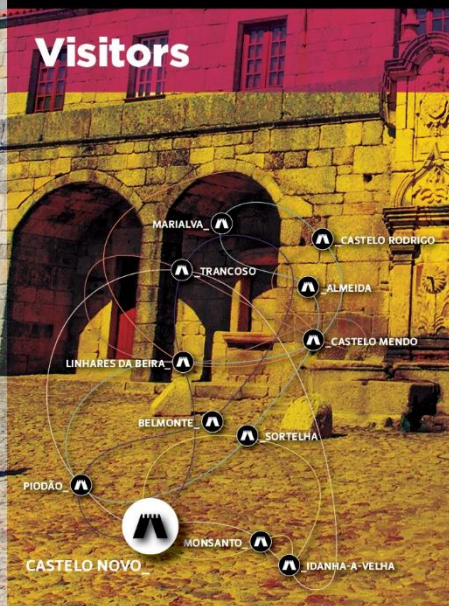




Regulations Governing Usage

SUSTAINABLE MOBILITY SERVICE – HISTORICAL VILLAGES OF PORTUGAL

Visitors

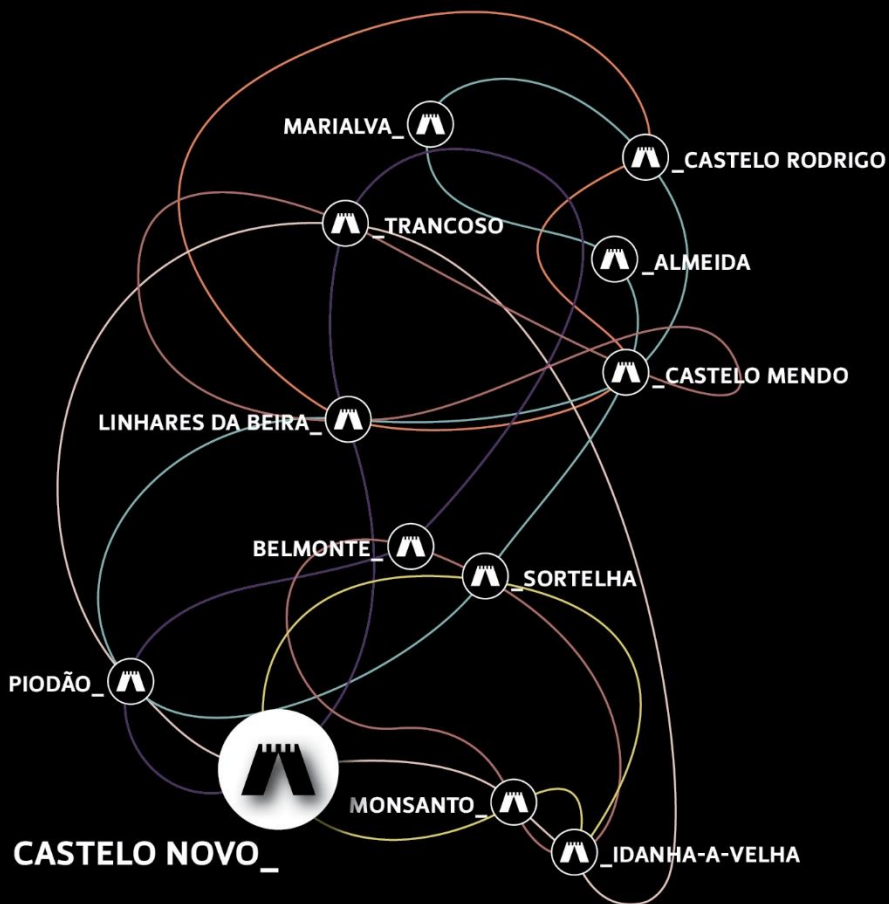


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Parceria





REGULATIONS GOVERNING USAGE | SUSTAINABLE MOBILITY SERVICE - HISTORICAL VILLAGES OF PORTUGAL

VISITORS

FRAMEWORK

The next decade is of paramount importance for the Historical Villages of Portugal Network, given an operational model based on the perspective *"A Network of Historical Villages of Portugal: a low-density territory which is both sustainable and innovative, leading the way in terms of its commitment towards ecology and contributing to the demographic and economic sustainability of the region where it is located"*.

The aforementioned goal intends to lead the Network towards adapting to climate change, thus contributing to the materialisation of the European Ecological Pact, guided by principles regarding social transition, digital transition and green transition. To this effect, a Course for Action and Strategic Priorities have been outlined to embody a Common Strategic Framework. The partnership with Renault Portugal is part of the Strategic Priority related to *"Inclusive and sustainable urban mobility," by means of the Course for Action "Reinforcing mobility,"* with the purpose of implementing a **pilot project** that aims to create a new **sustainable mobility service** for

visitors, companies and residents of the Historical Village of Castelo Novo.

The **Historical Villages of Portugal - Tourism Development Association (PHA - TDA)**, whose mission, as an institution, is to promote the Sustainable Development Cooperation within the Historical Villages of Portugal Network, and **Renault Portugal**, which is an entity whose organizational culture promotes corporate social responsibility, have signed a ***Partnership Protocol*** aimed at implementing a pilot project focused on sustainable mobility. The pilot project shall be firstly installed in the Historical Village of Castelo Novo, and the **Municipality of Fundão** will join this initiative, in conjunction with the PHA-TDA, to provide the necessary conditions for its full and efficient use by (both) the residents and employees of the Historical Village of Castelo Novo, which includes the coworking space users of the Historical Villages of Portugal Network.

The residents and employees are expected to contribute to this purpose by taking part in this ecosystem through the responsible and conscious use of the vehicles.

The terms and conditions for their respective use are hereby established:

1ST CLAUSE

ADDRESSEES/BENEFICIARIES

The sustainable mobility service under this regulation is aimed at domestic and foreign visitors to the Historical Village of Castelo Novo.

2ND CLAUSE

PAYMENT AND TERMS OF USE

The sustainable mobility service is free of charge and may only be used by the recipients mentioned in the previous clause following a prior booking request under the terms and conditions defined in these Regulations.

3RD CLAUSE

BOOKING OPTIONS

The booking request is made based in only one option:

- **Online:** via the Historical Villages of Portugal platform:

<https://aldeiashistoricasdeportugal.com/>

4TH CLAUSE

BOOKING

1. The user must fill in the fields marked as *mandatory* (identified with an asterisk) on the form that will be made available to them for this purpose, refraining from providing misleading and/or false information. The user must also provide their consent to the provision and handling of their personal data as well as, their acceptance of the terms and conditions set out in these regulations.
2. Subsequently and in addition to the previous paragraph, you must show proof of the information submitted online, in person, at the Castelo Novo's tourism office, thus confirming that you have received the regulations herein.

5TH CLAUSE

BOOKING REQUEST CONFIRMATION

1. All reservations made online will be validated based on vehicle availability and analysis of the reservation's compliance, with the reservation request subsequently confirmed by the tourist office referred to in clause 3
2. After the reservation has been validated (online) in accordance with the previous paragraph, and on the day of pick-up of the vehicle at the Tourist Office, the operation of the vehicle will be explained, as well as the conditions of use, and the respective key will be handed over to the visitor. After the necessary inspection has been carried out

(the driver must confirm the current condition of the vehicle), the tourist office team will validate the reservation online with the status (picked up), thus starting the period of use of the vehicle;

3. Users travelling from their point of origin by train may request the *transfer* service, which is free of charge and available during the Tourism Office opening hours. The request must be made at least 24 hours in advance. The preferred arrival and departure platforms are the Castelo Novo, Alpedrinha and Fundão train stations.

6TH CLAUSE

TERMS AND CONDITIONS OF USE OF THE VEHICLES

1. The use of the vehicles depends on their availability.
2. Only people aged 18 years or older (inclusive) and holding a driving license are allowed access to the vehicles;
3. The use of the vehicles is subject to the proper verification of the compulsory documents required for their use: driving licence, ID card and valid proof of address;
4. The pick-up and return of the vehicles shall only take place during the Castelo Novo Tourism Office's opening hours, as specified in clause 3;
5. The maximum period of each use will be a maximum of 4 consecutive days (applied only to tourists) based on the

intensity of the reservation requests observed, in line with the principle of equal opportunities regarding use. This period may be extended provided that the tourist presents a reservation of 4 or more days in the territory of the Historic Villages of Portugal (subject to vehicle availability and equal opportunity criteria);

6. Residents of the districts of Castelo Branco and Guarda are not considered visitors and/or tourists and are prohibited from using the vehicles;
7. Residents with a second home in the Historic Village of Castelo Novo – They will be considered visitors and/or tourists due to the fact that they have an overnight stay in the Village, and, like residents, they are required to return the car daily during the tourist office's opening hours;
8. Other visitors and/or tourists may use the vehicles without any restrictions on the delivery period (and will be responsible for charging the vehicle if necessary);
9. Upon returning the vehicle after it has been used, it must be parked at the same place where it was delivered/picked up, otherwise, it will be assumed that it has been stolen. The Historical Villages of Portugal and the Municipality of Fundão may pursue the legal means necessary for its reimbursement, leaving the user responsible for the costs resulting therefrom;
10. The use of the vehicle should privilege movement between the 12 Historical Villages of Portugal and the Municipality of

Fundão. On this circuit, the user must consider the location of the existing charging points in order to better plan his visit. This information is available on the Historical Villages of Portugal *website*, or in printed form at the Castelo Novo tourist office;

11. Users who are found to have used the vehicle outside the territory of the Historic Villages of Portugal and the Municipality of Fundão will be prohibited indefinitely from future use;
12. All users who misuse the vehicles (taking the car to the mountains, returning the vehicle completely dirty, smoking inside the vehicle, or other uses that clearly demonstrate irresponsible use) will be prohibited from using the vehicles for two months. After this grace period, if they incur misuse again, they will be indefinitely prohibited from using them;
13. Tourist or resident users who clearly use the vehicle incorrectly and, in this specific case, cause damage to it that requires it to be repaired will be permanently banned from using the vehicles;
14. The user must comply with the rules of the Highway Code and ensure the proper use of the vehicle, which is their responsibility during the period between collection and return to the designated car park, refraining from making any technical modifications, however minor;
15. The use of the vehicle is the sole responsibility of the user, who must bear all related costs, including charges related to

any fines and road taxes/tolls/parking fees, as well as the administrative costs arising therefrom.

16. -The use of toll roads implies that the user assumes the respective costs, subject to the following rules:
 - a) When picking up the vehicle, an estimated amount is charged based on the itinerary that the user intends to take.
 - b) In the event that the above does not apply at the time of delivery/collection of the vehicle or the route indicated at that time changes, the user may pay the amount due at the time of return.
 - c) In cases where expenses not reported by the user are discovered through the toll road statement, the user will be notified by the Fundão Association and Municipality to proceed with the respective settlement.
 - d) If payment is not made, the user will be flagged as non-compliant and will be prohibited from validating new reservation requests in the future;
17. Upon return of the vehicle, the vehicle's condition will be checked, and, in the presence of the user, the Tourism Office employee will proceed to assess it based on the Checklist drawn up when the car was picked up;
18. Although no deposit is demanded from the user to guarantee compensation for any damage resulting from its use, any incidents or accidents may lead to the refusal to validate new booking requests.

19. Use by the work teams of the Historic Villages of Portugal and Municipality of Fundão (team assigned to Tourism and Producers' Club) – they will not be required to return the vehicles at the defined time. The vehicle will be properly inspected upon delivery and return.

7TH CLAUSE

ADDITIONAL DUTIES OF THE USER

In addition to what is stipulated in these Regulations and, especially, in the previous clause, the user is also duty-bound to:

1. Neither collect parts from the vehicles nor allow or consent to the collection of parts from the vehicles;
2. Ensure that the vehicles are carrying all the compulsory documentation required for their intended purpose and that users leave the respective documents inside the vehicle in the appropriate place, which shall be informed upon delivery of the vehicle;
3. Refrain from carrying objects that might impair driving, or pose a danger to the safety of people, goods or traffic.
4. Refrain from using vehicles for profit or commercial purposes;

8TH CLAUSE

PERSONAL DATA

1. When placing their reservation, drivers shall be aware of and consent to the collection and handling of their personal data for the purposes set forth in these Regulations, as well as grant access to the documentation required to be able to use the vehicle (driving license, ID card, valid proof of address);
2. The use of personal data is strictly limited to the:
 - ✓ Verifying the conformity of the documentation for vehicle use;
 - ✓ Driving violations;
 - ✓ Toll payments.
3. The personal data collected in the context of the booking made through the HVP platform, as well as in-person, will be processed under the aegis of legal obligations defined in applicable European and national legislation, in particular, the *General Data Protection Regulation (GDPR)*-Regulation EU 2016 /679 of the European Parliament and of the Council of 27 April 2016;
4. The personal data will also be made available to Renault Portugal, owner of the vehicles, for the purpose of identifying the driver at the request of any authority, and for that purpose only, and such data will be kept by Renault for

the necessary legal period, and the user may contact Renault or its Data Protection Officer at Renault's address or email: dpo.portugal@renault.pt for any further questions.

9TH CLAUSE

INFORMATION AND EXPLANATIONS

1. The user hereby acknowledges having read and been informed of the clauses contained in these regulations of use in good time and therefore undertakes to strictly comply with said clauses.
5. If any questions should arise, the user may contact the following e-mail addresses:
produto@aldeiashistoricasdeportugal.com
press@aldeiashistoricasdeportugal.com
castelonovo@fundaoturismo.pt

