



Going on a school excursion?

Book online – it's easy!

At a touch of a button you can get your school group to the pool, the beach, a sports carnival, the snow or anywhere else safely and on time with SCB Smarter Charter.

Our online schools charter booking service is quick, easy, secure and efficient, and best of all it allows your school to keep track of all your bookings and quotes.

If you are using the online booking service for the first time, we've included step by step instructions below.

If you have any questions please don't hesitate to give our office a call on 6495 6452 or send an email to charter@scbuslines.com.au

And don't forget our **School Loyalty Program**, if you book 10 charters you'll get the 11th Free.

Step One

Login into www.scbuslines.com.au *Below is the home page that will appear*
Hover over the Main **Charters** Menu Tab shown below and you will see **School Bus Charters** in the dropdown menu – *click on **School Bus Charters***

sapphirecoast BUSLINES

Home Timetables Ticketing School Services Purchase Passes **Charters** Bus Advert. & Sales About Us Contact Us

School Bus Charters
Full Itinerary Planner
Corporate Charter & Tours

doo bus service?
Phone 6495 6452 to book your seat on Local Link – don't forget to book the day before

At Sapphire Coast Buslines on the NSW Sapphire Coast, our focus is your safety and your comfort.

Sapphire Coast Buslines run daily bus timetabled services in the Bega Valley Shire five days a week. We get your children safely to school on our fleet of school buses and also organise school/group charters.

Sapphire Coast Buslines is a family-owned business that provides bus services to Wonboyn, Towamba, Eden, Wyndham, Pambula, Pambula Beach, Merimbula, Wolumla, Tura Beach, Kalaru, Tathra, Bega, Bemboka and all locations in-between.

Latest News

Bus Drivers Wanted
February 4, 2016 - 12:04 pm
Sapphire Coast Buslines are seeking bus drivers for the new school year. To drive a school bus you will require a medium ridged licence and driver authority. Please apply in writing to reception@scbuslines.com.au or call 6495 6452 for more information.

NSW Government Security Website
June 4, 2015 - 11:02 am
The NSW government has released a new website Secure NSW. Click on the post for link to go to website for more information. secure.nsw.gov.au

New Timetable
November 26, 2014 - 5:27 am
Our new timetable is effective from the 1st of December 2014. You can view new timetable online or drivers will have them in their buses to distribute. If you would like a copy mailed out please contact us.

Step Two

On the [School Bus Charters](#) page, there is a [Charter Client Login icon](#) on the RHS, *click on the icon*

School Bus Charters

You are here: Home / School Bus Charters



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Travel with your local bus service...



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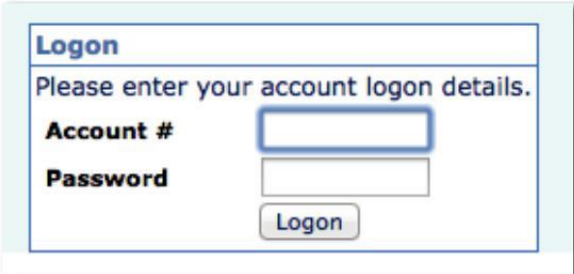
[SCB Smarter Charter Login](#)

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Step Three

Enter your login details which we have provided. The first time your school logs in you will be prompted to change your password, which is unique to your school – this way you can share with those teachers who are booking charters and all your bookings will be kept together on your school account.



Logon
Please enter your account logon details.

Account #

Password

Step Four

Once logged in you can view the following tabs

- **Booked** - this is the bookings that have not yet taken place but that are booked in SCB's system
- **Quote** – this is for charters that you have received a quote for but are not yet confirmed with SCB as going ahead
- **History** - this shows you previous SCB charter trips that have been completed for your school including destinations and costs
- **Add** - This is where you request a quote for a new booking

The blue headings below the main tabs include

- **LOR** - Leave on Return, the time you wish the bus to depart to bring group home
- **PO#** - Purchase Order, we recommend you use the initials of the staff member who is booking the charter, so you can keep track
- **Total Inc** – This is the cost of the booking including GST

SOUL QUEST TRAVEL														
Booked Quote History Add Logout														
Charter	Date	Time	LOR	Return	PAX	Pickup	Destination	Status	PO #	Group	Vehe	3/Seat	SBelts	Total Inc
20,898	11/10/2013	15:40	16:20	17:00	44	MERIMBULA AIRPORT, ARTHUR KAINE DRIVE, MERIMBULA	BLACK DOLPIN MOTEL	Booked	KP	INTERNATIONAL FLYING ROTARIANS	1	No	No	96.55
20,899	12/10/2013	09:00	16:30	16:30	44	BLACK DOLPIN MOTEL	BLACK DOLPIN MOTEL	Booked	KP	INTERNATIONAL FLYING ROTARIANS	1	No	Yes	465.85
20,900	12/10/2013	18:45	09:00	09:15	44	BLACK DOLPIN MOTEL	MERIMBULA RSL, MAIN ST, MERIMBULA	Booked	KP	INTERNATIONAL FLYING ROTARIANS	1	No	Yes	226.11
20,901	13/10/2013	09:00	16:30	16:30	44	BLACK DOLPIN MOTEL	BLACK DOLPIN MOTEL	Booked	KP	INTERNATIONAL FLYING ROTARIANS	1	No	No	691.57
20,903	13/10/2013	18:30	20:30	20:45	44	BLACK DOLPIN MOTEL	PAMBULA MERIMBULA GOLF CLUB, ARTHUR KAINE DRIVE, PAMBULA	Booked	KP	INTERNATIONAL FLYING ROTARIANS	1	No	Yes	219.78
20,902	14/10/2013	07:30	07:45	07:45	0	BLACK DOLPIN MOTEL	MERIMBULA AIRPORT, ARTHUR KAINE DRIVE, MERIMBULA	Booked	KP	INTERNATIONAL FLYING ROTARIANS	1	No	No	120.30
20,982	22/10/2013	15:20	20:00	20:00	0	EDEN	Nan Tien Temple, Berkeley Rd, Berkeley NSW 2506	Booked	AS	NAN TIEN TEMPLE TOUR	1	No	No	1,140.41
20,984	23/10/2013	13:00	20:30	20:30	0	Nan Tien Temple, Berkeley Rd, Berkeley NSW 2506	Nan Tien Temple, Berkeley Rd, Berkeley NSW 2506	Booked	AS	NAN TIEN TEMPLE TOUR	1	No	No	586.44
20,986	24/10/2013	21:00	17:30	17:30	0	Nan Tien Temple, Berkeley Rd, Berkeley NSW 2506	EDEN	Booked	AS	NAN TIEN TEMPLE TOUR	1	No	No	901.80

Step Five

Requesting a quote for a charter booking. Please click on the Add tab and this page will display for you.

Fill in all the details of the trip you are requesting a quote for.

Please note, time must be entered in 24-hour time.

In the *Purchase Order field*, we recommend you use the *initials of the staff member* who is requesting the charter quote, so you can keep track.

When you have finished, please *press OK* and the quote request will come through to our system.

Our standard bus sizes are 57 or 61 seats

Add

Please enter your contact details.

Contact Name: Email:

Group Name:

Please enter your purchase order number (if applicable).

Purchase Order:

Please select a pick up & destination location or enter a location into the notes section.

Pickup Location:

Pickup Post Code:

Pickup Notes:

Destination:

Destination Notes:

Please enter your pickup & return date & times.

Pickup Date:

Pickup Time:

Please enter your passenger details.

Coach or Bus: Number of Coaches or Buses: Total Seats:

Adult Passengers: Children:

Please select your vehicle options.

Air Conditioning Seat Belts TV Video Commentary Driver To Remain With Group

Public Address Luggage Toilet Rear Door Wheel Chair

Three to a Seat

Please enter any additional options e.g. Luggage Trailer

Notes:

Step Six

Where to from here?

- You will receive an automated email with details of your booking.
- Our charter officer will then email you a quote.
- All correspondence regarding the booking will be direct to your email from this point.
- If you wish to proceed with the quote, please sign the quote we've emailed you and return to us via email charter@scbuslines.com.au or fax (02) 6495 6251.

NOTE: The process outlined above is not a booking, it is a quote request. It only becomes a booking after you accept our quote.

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