

Quality Limo Transportation

5021 Seminary Rd. Suite #507 Alexandria, Va 22311

PHONE # 1-888-933-6009 / FAX # 1-703-933-6009

Contract

Client Name: _____

Service Ordered: _____

Client Address: _____

City/State : _____ / _____ Zip code: _____

Home Phone: _____ Fax: _____

Cell Phone: _____ Email _____

Per our discussion, Quality Limo Transportation will be providing you with transportation. Please review all information within this document for clarity and accuracy. Please provide all additional information required within this document we would like initially reserve all services for you and your guests accurately.

Date & Day of service: _____

Pick up time: _____ Drop off time: _____

Pick Up Location: 1. _____

2. _____

3. _____

Drop off Location: 1. _____

2. _____

3. _____

Trip Total: \$ _____

Special Notes:

Non refundable event ___100___ % will be charged to the clients credit card any damaged to the vehicles including vomiting will be charged to the client credit card. And the client will be responsible for cleaning.

Amex

Visa

MasterCard

Check

Cash

Credit Card #: _____ EXP Date: _____ CVC: _____

Name as it appears on the Credit Card: _____

Billing Address for the card _____

1. _____ Understand that by signing this document I have reserved Quality Limo Transportation or above mentioned attached services I authorized the above companies to charge my credit card for the transportation services I understand that Quality Limo Transportation will charge 100% of the payment on the credit card provided above upon receipt I am authorized to use indicated credit card purchases & understand that my signature will be considered authorized to charge the provided credit card for the amount of \$ _____ (amounts under \$1000 must be paid in Full) to reserve services . I understand the fees are non refundable after authorization with signature has been provided for services. Claims or complains must be reported in writing within 48 hours.

X _____
Client's Signature

x _____
Print Name

x _____
Date

X _____ Quality Limo Transportation DATE _____

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Service Agreement Conditions

This Service Agreement serves as a contract between Quality Limo Transportation and the customer. Terms & Conditions of this contract are as follows:

1. A deposit on a major credit card is required for all reservations. Reservation is not confirmed until deposit and service agreement is received. Balance will be billed to customer's credit card upon completion of job. A 20% gratuity is charged on all reservations.
2. Deposits are non-refundable. In the event that Quality Limo Transportation is unable to start a job due to circumstances beyond our control, the customer's deposit will be refunded in full.
3. Availability of limousine past reserved time is not guaranteed. Quality Limo Transportation provides a 15 minute grace period on all reservations. After 15 minutes customer accepts responsibility for overtime charges incurred at the following rates: 0.5 hours for every 15 minutes extra beyond the 15 minutes grace period.
4. The use of any illegal substance is prohibited in the limousines. The possession or consumption of alcohol by any passenger under the age of 21 is prohibited. Any breach of this policy will result in immediate termination of services and payment due in full for entire reservation. In this instance, driver may terminate services immediately or return passengers to the point of initial pickup.
5. Customer accepts financial responsibility for any and all damages resulting from improper use of the limousine and its contents, including but not limited to audio/video equipment, lighting, exterior and interior components including upholstery. Repairs for damages may be billed to customer's credit card.
6. Proactive measures are taken to return all items left in our vehicles. Quality Limo Transportation is not responsible for items left in our vehicles.
7. Quality Limo Transportation Reserves the right to charge a cleanup fee of not less than \$250 for excessive mess, vomiting or spillage to the credit card on file. Smoking is not permitted in any limousine and is also subject to a minimum \$500 fee to the credit card on file.
8. Quality Limo Transportation cannot be held responsible for mechanical problems, inclement weather, route travelled, or other uncontrollable circumstances including those resulting in the inability to start a job at its scheduled time or complete a job in its entirety or at its scheduled finish time. In the event that the requested vehicle cannot be provided, Quality Limo Transportation may provide a vehicle of equal or greater capacity or combination of vehicles at its discretion.
9. Unless otherwise stated, customer accepts financial responsibility for all tolls, parking, and other related charges incurred during the reservation.

X _____ x _____ x _____
Client's Signature Print Name Date