

# LIMOUSINE CONTRACT



*Times Square*  
*Limousine*  
**1-212-695-9088**  
**1-718-724-9088**

Please Print, Fill Out, Sign and Mail/Fax it to us

www.timesquarelimousine.com

Today's Date	Occasion	Pickup Time	Pickup Date
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First and Last Name	Name Of the Passenger/Group to Pickup
Address	Pickup Information
City State Zip	1st Stop
Contact Phone at Pick-up Location	2nd Stop
E-mail Address Cell Phone	Drop Off Information

Trip Type: One Way (  ) Round Trip (  ) As Directed (  ) - Number of Hours

Vehicle Type	Passenger Count	Price Per Hour	Overtime Price	Quoted By
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Payment: Cash (  ) Credit Card (  ) Money order/Check (  )

Credit Card Type	Credit Card Number	Expiration	CVV
Cardholder's Name	Billing Address	Town, State, Zip	

More Pick-up, Drop-off Info & Instructions: \_\_\_\_\_

How did you hear about Us: \_\_\_\_\_

Optional Payment Plan:	
1 <sup>st</sup> Payment \$ _____	on _____
2 <sup>nd</sup> Payment \$ _____	on _____
3 <sup>rd</sup> Payment \$ _____	on _____
4 <sup>th</sup> Payment \$ _____	on _____

Limousine Price	\$ _____
Extra Charges (tolls, etc)	\$ _____
20% Service Charge	\$ _____
%9 Fuel Charge	\$ _____
Total	\$ _____
Deposit (Non-Refundable )	\$ _____
Balance	\$ _____

Due on \_\_\_\_\_

Signature \_\_\_\_\_

# TERMS & CONDITIONS

Times Square Limousine has a restricted policy of "NO SMOKING OR NO DRUGS" allowed at any time in the vehicle. Company have a restricted policy of "NO SMOKING, NO ALCOHOL or NO DRUGS" allowed in the vehicle to any minors. Times Square Limousine will strictly enforce State and Federal Laws and will maintain a zero tolerance compliance policy that no alcoholic beverages can be consumed or used by any person not of legal drinking age. All U.S. law enforcement agencies have absolute power to stop any motor vehicle for administrative searches. If contraband is aboard, even in negligible quantities without the chauffeurs knowledge, they can seize and forfeit this vehicle to a local government agency. All law enforcement agencies are aggressively enforcing this policy. Therefore no person will bring contraband aboard vehicles that are owned or operated by Times Square Limousine. Times Square Limousine will not be responsible for injuries that may occur due to horse playing while the vehicle is in motion or at a standstill. The purchaser on the front of this contract is responsible for his or her guests and thier behavior.

AT THE CHAUFFEUR'S DESCRETION, THE PURCHASER AGREES TO BE FULLY LIABLE FOR ALL CHARGES THAT MAY INCUR.

1. \$ 40.00 per broken glassware
  2. \$ 1000.00 per damaged seat, \$ 1000.00 per damaged carpet, \$ 1000.00 per damaged mirror
  3. \$ 250.00 minimum for extensive cleanup (spills, etc.)
  4. \$ 250.00 detailing and wax (due to sickness-exterior)
  5. \$ 250.00 shampoo and disinfecting (due to sickness interior)
  6. \$ 850.00 minimum for each burn hole, rip or tear to upholstery
  7. \$ 2000.00 minimum for each act of vandalism
  8. Triple charge of above listed amounts for all removed / stolen items from vehicle
  9. Downtime subject to loss of revenue, per each hour lost as stated in contract Times Square Limousine recommends that all and any personal valuables be removed from the vehicle when unattended. We will not be held responsible for any lost, stolen, or damaged articles
- Times Square Limousine reserves the right to terminate this or any other contract for noncompliance of the above requests, especially if renters do not follow chauffeurs requests in order to obey the rules in this contract. No smoking is allowed in our vehicles. Any deposits (cash, checks or credit card authorization) will be non-refundable for any reason, if any cancellation occurs from renter's side. The open balance is due immediately at the beginning of the agreed job. The renter authorizes the immediate 20% deposit & the final payment, states that she/he is the authorized purchaser for this rental contract, the authorized cardholder for the given credit card, responsible and liable for payment of the total amount, per cash, credit card or money order. No personal or business checks will be accepted. As with all contracts, the rental contract between the mentioned person as renter and Times Square Limousine is made with the information and the terms given to us. When it's a live reservation the verbal agreement is binding and no credit card signature is required. All of the given information from the renter is binding and cannot be changed without Times Square Limousine acceptance. Times Square Limousine doesn't issue any type of refund, company credit only. If the contract is cancelled or accepted after it is signed, Times Square Limousine is still authorized to collect the remaining balance in full, if the car was not re-rented again on the cancelled date for the same or higher amount. All balance must be paid in full one week in advance or on the day of ( CASH ONLY) before services are rendered. We will reserve the said date upon the approval of the purchaser's credit card as per telephone conversation. The credit card holder gives authorization to use the credit card information over the phone / fax / internet in combination with a signed contract. It is agreed that it is not necessary to obtain a signed credit card slip, as the reservation is made over the phone / fax / internet. Proof of identity of the purchaser using said credit card must be supported by the signed contract / credit card authorization via fax or in person. At time of pickup we need the credit card, state identification of the purchaser that authorizes the transaction for the signed contract. If the purchaser cannot provide all of the above items at the time of pickup, Times Square Limousine will not start the job, as we have no proof of the legal possession of the credit card. Therefore the risk of not getting paid will give us the right to cancel. The purchaser is still fully responsible to pay the total amount as he failed to provide the above requirements. In the event when service is being rendered to minors, the parents or guardian of the signed contracted client and others who have signatures on file will be held legally responsible. Times Square Limousine cannot guarantee the availability of overtime. We are not responsible for lost/not received confirmations. Some Customers have spam blockers on and sometimes confirmations dont get thorough. Its customer's responsibility to call and get a confirmation number. It is of particular importance that the purchaser makes allowances for anticipated delays and adheres to the agreed time schedule. In the event that the purchaser wants to change the time of the itinerary, they may do so, only if Times Square Limousine can accommodate other clients that booked with Times Square Limousine prior to or after the said time. The purchaser further agrees to pay additional charges incurred such as overtime, tolls, parking etc. Overtime for airport jobs is charged in 30 minute increments, extra stops are charged \$20 - \$50. If customer fails to show at designated pick up location (NO SHOW), the full amount of contracted time will be charged. The purchaser authorizes Times Square Limousine to charge any additional charges after they have rendered services to the purchasers credit card as supplemental charge. A 20% gratuity will be added to your total charge as well as 9% fuel surcharge. If cash payment is selected, the payment is due at the beginning of the rental time. Customer agrees to have Times Square Limousine get an authorization for the above credit card and amount, for the event stated above. After making the reservation, You have 24 hrs to cancel at no charge. All cancellations must be made in writing / email / fax to Times Square Limousine. Cancellations made less than 48 hrs will be charged a cancellation fee of \$150.00-Lincoln & Sedans / \$300.00-SUV, Exotics & Speciality vehicles. All Cancellations made after 48 hours will be charged a full price of the booked ride or contract. For immediate reservations and reservation made for service within a 48 hours period, the above cancelation policy does not apply. Since service is being reserved immediately, a full amount will be charged according to the contract if any cancelation may occur after the booking or reservation. If any payment due hereunder will be unpaid (10) ten days after the due date, hereon Times Square Limousine will have the right to add and collect late charges with interest at maximum rate allowed by law. All such sums are due and owing with any other expenses, (filing fees, attorney fees, court cost, and reasonable attorney fees, etc.). Necessarily injuries by reason of such non-payments, I the credit card holder / purchaser agree to pay Times Square Limousine upon signing of this contract. I am satisfied with the terms and conditions above and fully understand and agree. If, for any reasons, I am not fully satisfied with the services I receive, I have 10 hours after the completion of the job to file a complaint in writing. If Times Square Limousine does not receive my written complaint in the above stated timeframe, I agree, that there is no valid complaint and I am fully satisfied with the services I received. Filing a written complaint, insures both parties, that it is fully understood what the problem was, and should help Times Square Limousine to assist the purchaser in any kind of reimbursement. The purchaser will be contacted within a week of the complaint to settle the matter. I understand that this is a separate case from the main contract and therefore have no dispute in general against Times Square Limousine and the payment I authorized. Since Times Square Limousine offers high-tech-equipped vehicles, sometimes heat and excessive use of all power-operated equipment might be subject to temporary failure. This will of course not interfere with the safety of the vehicle itself and therefore will have no effect on continuing or paying of the contracted trip. Times Square Limousine guarantees, that all our vehicles are constantly checked to keep the highest possible standards and eliminate such failures as much as possible. Times Square Limousine agrees to send the requested vehicle as offered in the contract. We have the right to upgrade the vehicles or switch the vehicles in case of emergency breakdown or if vehicles were in accidents. As stated, this will only happen in emergencies, and to upgrade, never downgrade. If no upgrade is available, Times Square Limousine gives the customer the right to downsize the vehicle and receive additional discounts if wanted. No additional charges will occur on customer side if upgrade is made without customer request. If switching occurs in the same category, or upgrades are made, it will not affect the contract and / or payment of contract. Customers therefore accepts that replacement limousine may be substituted if contracted limousine becomes unavailable for any reason. If any of our above guarantees or contracted terms cannot be met due to conditions outside of our control, including weather, accidents and any other acts of god, we will use our best efforts to notify the customer of these conditions and resulting delays or changes. When a client reserves the Limousine for a pick-up and drop-off, for a point to point transfer, the client understand that a grace period of 15 minutes will apply, after 15 minutes grace period, an additional hour over-time will apply. Point to point transfer only entitles the client from one point to another without any additional stops. Additional stops will require the client to reserve the Limousine for a minimum of 3 hours. On Hourly rentals, overtime are charged for the full hour after the contracted time. Times Square Limousine reserves the right to terminate any reservation without refund, if the Operator or the Dispatcher on duty feels that the Renter and /or Party of the Renter is putting the Operator or the mode of transportation or the Renter/and/or Party of the Renter in danger of injury. Or, if the Renter and/or Party of the Renter are in the possession of any illegal material and/or substance, this service will be canceled without refund. In case of non-payment or any disputes of charges resolved from things like damaged car or overtime, etc, I Agree and fully authorize the charges to be put on my credit card provided above. I understand these terms and conditions and fully agree to them by signing below.

Signature

Full Name - PRINT

Date