

## Crown Limousine LLC

2309 Arciero Ct. ~ Paso Robles, CA ~ 93446

(805)434-8055 Fax: (805)286-4282

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### SERVICE AGREEMENT

<b>Name of Client:</b>		<b>Date:</b>	
<b>Address:</b>		<b>City:</b>	
<b>Phone Number:</b>		<b>Business Number:</b>	
<b>Email:</b>			
<b>How did you hear about us ?:</b> (Google, Yahoo, CL, Phone Book, Yelp, Return Client...):			
<b>Pick Up Date:</b>	<b>P/U Time:</b>	<b>Exact D/O Time:</b>	
<b>Pickup Address:</b>		<b>Hotel:</b>	
Gate Code:			
<b>Directions:</b> Wine Wedding Hourly One-Way Other		<b>Cost Per Hour:</b>	
_____		Pkg. Rate:	
_____		Gratuity (15-25%):	
_____		O/T Rate:	
_____		Total:	
_____		Check #	
_____		X: _____	
<b>Limo/Bus:</b>	<b>Driver:</b>	<b># Passengers:</b>	
Stocked Bar: Yes No	Tobin James Cider	Other:	
<b>Special Instructions:</b>			
<b>Card # to Reserve Visa, M/C, AX, Discover:</b>		<b>Exp. Date:</b>	
<b>Exact Name on Card:</b>		<b>Zip Code:</b>	
<b>\$100 Deposit: Phone To Office</b>		<b>Cancel Policy Amount: \$100.00</b>	
<b>Amount Received:</b>	<b>Paid By:</b>	<b>Date:</b>	<b>Confirmed: Yes No</b>
<b>Balance Due:</b>			
<b>Office: PP#</b>	<b>Amount:</b>	<b>Q.B. <input type="checkbox"/></b>	
<b>Repair/ Damage:</b>			
<b>By signing the contract, I have read and agree to <u>all</u> terms, both front and back.</b>  _____ <b>Client Signature</b> <span style="float: right;"><b>Date</b></span>		<b>Item:</b>	<b>Cost:</b>
		Sick Fee	\$300
		NO SMOKING Allowed	\$300
		Damage to interior/ Exterior of vehicle	\$500
		Theft of any items of vehicle.	\$200
		Excessive spill cleaning fee	\$100
		No underage drinking	Zero Tolerance
_____ <b>Crown Limousine Signature</b> <span style="float: right;"><b>Date</b></span>		<i>Have Fun</i>	
		Crown Limousine LLC will <u>not</u> be held responsible for articles left in the vehicle.	
<b>NOTE:</b> Due to extreme size, wheelbase, and passenger capacity of our limousines, we are required to stop at all railroad crossings. These vehicles sometimes may not be able to enter a requested destination due to congestion and/ or clearance (i.e.: crowded parking lots, steep inclines, cul-de-sacs Etc.). Our drivers will do their best to get as close as possible to the desired location.			
<b>Thank You for choosing Crown Limousine</b>			TCP# 25108

# Crown Limousine LLC

**Please read/sign and return this form with your deposit as soon as possible to guarantee your reservation.**

## **RESERVATION DEPOSITS AND PAYMENTS**

Crown Limousine currently does not take deposit for reservation. At time of reservation a credit card is required to hold a vehicle, and payment may be made at the end of the service date. Currently we accept all major credit cards, cash or local check. Please see "Cancellations" below.

## **CANCELLATIONS**

In the event of cancellation, please notify us as soon as possible, and please do so 14 days prior to reservation date. We currently have a \$100 cancellation policy. If we are able to re-reserve the vehicle for that date, than there is no cancellation fee. We do our very best to re-reserve a vehicle in this case. If we are unsuccessful, than the credit card that was used for reservation will be charged \$100.

## **SMOKING, VOMIT, AND EXCESSIVE CLEANING FEES**

A \$100 cleaning fee is added if any glitter, rice, or confetti-type decoration is used in the company vehicles. A \$100 fee may be added if excessive cleaning is necessary beyond routine cleaning (i.e.: spilled drinks/kegs, chips, popcorn, etc.). Styrofoam coolers and popcorn are not allowed. In order to maintain top-of-the-line equipment for our future customers, a \$300 charge per cigarette is automatically assessed if anyone in the renting party should smoke or vomit in the company vehicles. **Please drink responsibly and advise your guests of these additional fees.**

## **STARTING/ENDING TIME OF YOUR RESERVATION**

Crown Limousine is not responsible for time delays on behalf of you or your guests. Your time begins at the time you have scheduled our arrival . Extending beyond the scheduled departure will be billed at our regular hourly rate in half-hour increments.

## **RESERVATIONS 1 / 2 Hr. OUT OF THE PASO ROBLES CITY LIMITS**

Reservations initiating more than 30 Minutes drive time from the Paso Robles City Limits will have a 5 hour minimum rental.

Example: (San Luis Obispo, Avila Beach, Morro Bay, Cambria, Cayucos, Running Deer Ranch, etc . . . )

## **GRATUITY**

Average gratuity typically ranges 15-25%, and is at the discretion of the renting party. A 20% gratuity is added to reservations 8 hours or longer.

## **NSF PAYMENTS**

Non-sufficient fund payments, cancelled, or returned checks, or withdrawn payments are subject to a \$25 service charge. NSF payments plus service charge must be paid in full within three days or are subject to prosecution to the fullest extent of the law.

## **DAMAGES AND/OR THEFT**

I agree to reimburse for any theft and/or all damages caused by any persons in the renting party whether negligent or accidental, which may be billed to my credit card, or the guaranteeing credit card, upon notification of damages. I agree to pay for lost income during damage repairs. Cost for each damaged/replacement item is as follows: Interior items (glasses, stereo/ video equipment, compact discs, upholstery) up to \$100. Upon request, these items may be removed from the limousine prior to your booking. I agree to pay Crown Limousine's legal fees and collection costs, if necessary. Crown Limousine is not responsible for any lost, stolen, or damaged items. Valuables may be inventoried and stored with the chauffeur.

## **VEHICLE OPERATIONS:**

Please do not open doors while vehicle is in motion, or stand while vehicle is traveling on highways. This includes throwing any items from the vehicle. This may result in termination of services, if the Chauffeur feels necessary. Party Bus: Please do not hang from the dance pole, as it should only have a maximum body weight of 200lbs. Anyone found jumping/ standing from Bus Seats may be asked to leave the vehicle. Crown Limousine will not be held liable for injury, due to standing, or dancing while vehicle is parked or in motion.

## **TERMINATION OF SERVICES**

The following may be grounds to terminate our services with no refund for rental time not used, including, but not limited to: possession of weapons or illegal drugs, minor consumption of alcohol, theft or damages sustained to company property, disorderly conduct, including excessive alcohol consumption, failure to comply with company policies set forth within this service agreement. Crown Limousine reserves the right to refuse service, if necessary. The following may be reason to terminate our services with a refund limited to rental time not used, including, but not limited to: in climate weather conditions or circumstances beyond the driver's control. Please keep in mind, our success is based on your business. Crown Limousine strives to operate with exceptional equipment, and with your safety in mind. Crown Limousine will not terminate your services unless absolutely necessary. Crown Limousine also reserves the right to substitute a comparable limousine, if absolutely necessary, if the limousine reserved is out of service.

NOTE: Due to the extreme size, wheelbase, and passenger capacity of our limousines, we are required to stop at all railroad crossings. These vehicles sometimes may not be able to enter a requested destination due to congestion and/or clearance (i.e.: crowded parking lots, steep inclines, cul-de-sacs, etc.). Our drivers will do their best to get as close as possible to the desired location.

**If at anytime you have any questions regarding this contract, please have the Chauffeur explain any item to you, prior to departure. If still you have not received the answer to a question, please call (805)434-8055 for the owner of the company. As reading and signing this contract, you have agreed to all the terms, and acknowledge that you have advised the rest of your guests of the vehicle.**