

**TERMS OF SERVICE**

- HOURLY RATE:** \$45 per hour.
- MINIMUM:** There is a 2 hour minimum per trip. There are no split shifts. Hours are billed to the next quarter hour. Billable time commences when the chauffeur reports to pickup the vehicle and ends when the chauffeur returns the vehicle.
- AIRPORT RATES:** Airport flat rates are based on mileage from your home or office to the airport as determined by Google Maps.
- 1-35 miles: \$90
  - 36-40 Miles: \$98
  - 41-45 miles: \$107
  - 46-50 miles: \$117
  - 51-55 miles: \$127
  - 56-60 miles: \$137
  - 61-65 miles: \$147
- EXPENSES:** Tolls, parking, gas, car washes and other expenses incurred while providing service to the client are the responsibility of the client.
- ONE WAY TRIPS:** Client will be charged for the chauffeurs return trip via public transportation. Billable time ends when chauffeur returns to the starting location.
- OVERNIGHT:** There is an 8 hour additional charge per overnight stay. Client is responsible for the chauffeur's lodging and meals.
- CANCELLATION:** Cancellation within 24 hours of scheduled pickup time is no charge. Cancellation within 12 hours of scheduled pickup time will result in a \$50 cancellation fee. Cancellation within 6 hours of scheduled pickup time will result in a 2 hour minimum charge.
- PAYMENT TERMS:** Client will be billed upon services rendered. Remainder of the trip will be booked next business day.
- HOLIDAY PREMIUM:** There is a \$15 premium per hour on New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas and after 6 PM on Christmas Eve and New Year's Eve.

**I HEREBY AGREE TO THE TERMS OF SERVICE.**

**Name (Print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_