



## Prepaid & Charge Authorization Form

The Client Is Responsible For Calling & Verifying Date & Time Am or Pm &  
That We Received Your Contract

Client Full Name \_\_\_\_\_

Passenger Name: \_\_\_\_\_

Number of Passengers \_\_\_\_\_

Pick-up Time \_\_\_\_\_

Date \_\_\_\_\_

Home Phone \_\_\_\_\_

Cell #: \_\_\_\_\_ , \_\_\_\_\_

Work Phone: \_\_\_\_\_ , \_\_\_\_\_

Fax \_\_\_\_\_

### Pick-up Address \* 1

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

### Pick-up Address \* 2

\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Final Destination**

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail address: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Expiration: \_\_\_\_, \_\_\_\_, \_\_\_\_\_

Verification # (the last 3 or 4. digits on the back of the credit card): \_\_\_\_\_

**Full Mailing (Billing) Address**

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

20 % STANDARD Gratuity Amount and Service

Charges\$ \_\_\_\_\_

Deposit Amount (25% of total contract price)

\$ \_\_\_\_\_

**Deposits Are Non Refundable**

Cancellations with less than 14 days notice For Big Limousines & 6 Hours For All Airport trips & Small Trips (certified mail to address above) will be billed the Total Contract amount This means you will pay for all charges on the contract. By signing this contract and entering your credit card information in the appropriate fields you are authorizing A1 USA Limousine Service Inc to charge the credit card for any of the following charges; deposit cancellation fee, damages to the vehicle, and all services rendered. We will calculate the exact amount of hours and charges when the trip is completed. We will then deduct your deposit amount leaving the actual balance due .

**Limousine Rules & Regulations:**

1. No alcohol consumed by anyone less than 21 years of age.
2. No SMOKING inside limousine, \$100.00 charge per incident. No exceptions.
3. Clean-up fee for vomit in the limousine will be assessed.
4. All tolls and parking are not included in rental rate.
5. \$10.00 per glass for broken or missing glasses

- 6. \$100.00 clean-up fee for excessive matter in Limousine.
- 7. All unruly persons will be dropped of at the sole discretion of the driver & no refunds.
- 8. We will not be responsible for any lost, damaged, or stolen property.
- 9. No illegal drug use of any kind.
- 10. Overtime will be billed in half hour increments.
- 11. Cancellations must be made in writing by certified mail within 14 days of your scheduled event to avoid being billed the full contract amount.
- 12. Customer agrees that overtime will be billed at the contracted rate and agrees to pay any overtime charges.
- 13. Customer agrees that replacement Limousine may be substituted in the event of any major mechanical issues, limo involved in accident, etc.

**PLEASE INCLUDE  
A COPY OF YOUR DRIVERS LICENSE IS REQUIRED  
A COPY OF YOUR CREDIT CARD IS REQUIRED**

Contract obligations: I understand and agree to the length and usage along with any charges and further agree to pay for any and all damages my party may cause during the rental periods. I also agree to the above Limousine Rules and Regulations. All damages are the sole discretion of the driver. I understand and agree to pay the entire contract price if cancellation policy is not followed. The number of hours you agree to on the contract is the minimum hours customer agrees to pay, and will be charged extra if to exceed

Customers

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

Customer

Signature \_\_\_\_\_ Date \_\_\_\_\_