

## **Executive Transportation Policies and Restrictions**

1. All reservations require a \$100.00 non-refundable deposit made by credit or bank card.
2. Payment in full must be received 10 days prior to reservation date.
3. Cancellations 60 days or less prior to reservation forfeit all payments.
4. Refunds will not be issued to customers who use vehicles less than contracted hours. Overtime rates are based on regular hourly rates in 60 minute increments. Overtime may only occur if it does not interfere with previously scheduled bookings and must be paid in full before overtime may occur.
5. Returned check are subject to a \$35.00 minimum fee in addition to the amount of the check and all legal fees associated with payment.
6. Customers are liable for any damage and/or excessive cleaning to vehicles caused by customer and/or customers guests. (\$250.00 minimum charge)
7. Executive Transportation is not responsible for loss of any items left in vehicle.
8. Alcoholic beverages are **NOT** permitted in vehicles for any persons under twenty-one (21) years of age or in passenger vans, sedans, or SUVs.
9. Food and/or coolers are **NOT** permitted in vehicles. You are welcome to use the coolers that are built into the vehicle.
10. Smoking is **NOT** permitted in any Executive Transportation vehicles.
11. No illegal substances and/or firearms are permitted in vehicles at any time.
12. Reasonable and prudent attention will be given to supply our clients with the vehicle reserved, however due to mechanical failures, accidents, fire, theft, etc., the possibility exists that a substitute vehicle would be necessary. In the case of circumstances beyond our control, a substitute vehicle under these conditions will constitute a binding agreement.
13. Unsafe activity that would jeopardize the driver and/or passengers is not permitted.
14. Vehicles are not permitted on grass, gravel roads, or anything other than a hard surface. The chauffeur will use his discretion as to areas that are either unsafe or not conducive for driving.

\* Persons not abiding by these restrictions will be returned to pick up point with no refunds.

\*\* By placing a credit card and payment on this reservation, you are agreeing to the terms stated here and within. If you do not agree with these terms, please contact our reservation department immediately for cancellation.