



**Driver's Name**

Office use only Vehicle	Date
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TCP-19582-P      TCP-19582-B      Tel: 818.527.6556  
 Fax: 818.488.5711  
 eMail: info@molylimo.com  
**www.MOLYLIMO.COM**

Type Of Event:

How did you hear about Us:

Event Date

Today's Date

Client	Home	Cell	Work/Fax
Address	City	State CA	Zip
		Email address	

Vehicle 1	Vehicle 2 (if applicable)	Vehicle 3 (if applicable)
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Pickup Time	# Hours	# Passengers	Pickup Time	# Hours	# Passengers	Pickup Time	# Hours	# Passengers
Pickup address			Pickup address			Pickup address		
1 <sup>st</sup> stop			1 <sup>st</sup> stop			1 <sup>st</sup> stop		
2 <sup>nd</sup> stop			2 <sup>nd</sup> stop			2 <sup>nd</sup> stop		
3 <sup>rd</sup> stop			3 <sup>rd</sup> stop			3 <sup>rd</sup> stop		
Drop Off:			Drop Off:			Drop Off:		

Special Instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Type of Payment Cash <input type="radio"/> Credit Card <input type="radio"/> Other <input type="radio"/>	Credit Card Type
Credit Card Number	
Expiration	Last 3 digits from Signature Line
Cardholder's Name	
Billing address	
Card Holders Signature	

- Alcohol
  - No Alcohol
  - Soft Drinks
  - No Soft Drinks
  - Other
- Water & ice are always complimentary.*

	Vehicle1	Vehicle2	Vehicle3
Hours:	_____	_____	_____
Hourly Rate:	_____	_____	_____
Extra Charges:	_____	_____	_____
20% Tax & Tip:	_____	_____	_____
Total:	_____	_____	_____
Deposit:	_____	_____	_____
Balance Due:	_____		

**TERMS & CONDITIONS**

Moly Limousine reserves the right to terminate this or any other contract for noncompliance of the below rules as enforced by the chauffeur. Moly Limousine will strictly enforce State and Federal Law and will maintain zero tolerance policy against drugs. No alcoholic beverages can be consumed by anyone not of legal drinking age. All U.S. law enforcement agencies have absolute power to stop any motor vehicle for administrative search. Moly 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 of this contract is responsible for his or her guests and their safety. Absolutely no sexual activity will be tolerated in the vehicle. The drivers has the right to search purses/ bags and ask to empty pockets or ask you to exit limo at anytime. Please take all your valuables with you when you leave the limousine. Moly Limousine will charge a delivery fee for returning lost items if found. The rate will be equal to the rate of an airport transfer to your location plus 20% Chauffeur gratuity. Moly Limousine Chauffeurs will assist with luggage at a client's request, but assume no liability for doing so. Moly Limousine will not be held responsible for any lost, stolen, or damaged articles.

The purchaser of this contract is liable and authorizes 50% immediate deposit and the final payment as follows:

- Credit Card, money order, checks and CASH will be accepted 15 days prior to the service date
- CASH is the only form of payment accepted less than 15 days prior to the service date. No checks, credit cards, or money orders will be accepted less than 15 days prior to the service date - NO-EXCEPTIONS.

All of the given information from the purchaser of this contract is binding and cannot be changed without Moly Limousine's acceptance. If the contract is cancelled after it is signed, Moly Limousine is still authorized to collect the remaining balance in full. We will reserve the promised 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 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 the 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, Moly Limousine will not start the job, as we have no proof of the legal possession of the credit card and the balance will be due in CASH. 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/she failed to provide the above requirements. Contracted price is set for contracted pickups, addresses, time and number of passengers and vehicle. As indicated in the contract, any extra passengers traveling in the vehicle without the knowledge of Moly Limousine are subject to extra charge (\$55.00 per extra individual, without exceeding the capacity of the vehicle). Moly Limousine rates are billed, including, applicable fees / taxes and a 20% service charge. Additional gratuity is at customer's sole discretion. You will not receive a full or partial refund for the 20% gratuity by providing a cash tip to the chauffeur. We are not responsible for lost/not-received confirmations when booking via Internet. Spam blockers sometimes prevent confirmations from going through. It's customer's responsibility to call and get a confirmation number. It is important that the purchaser makes allowances for anticipated delays and adheres to the agreed time schedule. Moly Limousine cannot guarantee the availability of overtime. Overtime is being charged in 1 Hr. increments. In the event that the purchaser wants to change the time of the itinerary, they may do so, only if Rich and Famous Limousine can accommodate other clients that booked with Moly Limousine prior to or after the said time. The purchaser further agrees to pay additional charges incurred such as overtime, tolls, parking etc. If customer fails to show at designated pick up location (NO SHOW), he/she is responsible for the full payment. On all reservations you will be considered a no-show at 60 minutes past your scheduled pick-up time; if you have not met your Chauffeur or contacted us by phone, you will be charged in full for the reservation. Moly Limousine is not responsible for traffic encountered during vehicle rental time and any delays caused by directions given to the driver by passengers.

The purchaser authorizes Moly Limousine to charge any additional charges after they have rendered services to the purchaser's credit card as supplemental charge. A 20% service charge will be added to your total charge as well as 5%tax surcharge if paid by credit card. The payment is due in full at the start of the job.

Cancellations made within less than 1 month (1 month prior to service date) will be charged a full remaining balance of the contract. You have 1 month (1 month prior service date) to cancel a contract at no charge. Cancellations have to be written and submitted to us by fax and have to be confirmed by our representative that it was received. Moly 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, court cost, and reasonable attorney fees, etc.). I the credit card holder / purchaser / renter agree to pay Moly Limousine upon signing of this contract. Moly Limousine is contracted with production companies and we reserve the right to cancel any contract, on any vehicle, anytime. If this happens on the same day that you've contracted a job with Moly Limousine, you will be accommodated with a substitute vehicle at a 20% discount or receive a full refund at your discretion. I am satisfied with the terms and conditions above and fully understand and agree

**THE PURCHASER OF THIS CONTRACT IS FULLY LIABLE FOR THE FOLLOWING AS INCURRED:**

- (1) \$ 20.00 per broken glassware.
- (2) \$ 55.00 broken or missing decanters.
- (3) \$ 700.00 per damaged seat.
- (4) \$ 500.00 per damaged carpet.
- (5) \$ 500.00 minimum for each burnt hole, rip or tear to upholstery.
- (6) \$ 1,000.00 per damaged mirror.
- (7) Downtime subject to loss of revenue, per each hour lost as stated in contract
- (8) \$ 50.00 per each chewing gum in the carpet
- (9) \$ 200.00 minimum for extensive cleanup (spills, etc.)
- (10) \$ 250.00 detailing and wax (due to sickness-exterior).
- (11) \$ 500.00 Smoking in the vehicles
- (12) \$ 500.00 shampoo and disinfecting (due to vomiting, spills)
- (13) Triple charge of above listed amounts for all removed / stolen items

Since Moly Limousine offers high tech equipped vehicles, heat and excessive use of all power-operated equipment might be subject to temporary failure. This will not interfere with the safety of the vehicle itself and therefore will have no effect on continuing or paying of the contracted trip. Moly Limousine guarantees that all our vehicles are regularly serviced to ensure the highest possible safety standards and eliminate failures as much as possible. Moly Limousine guarantees to send the requested vehicle as offered in the contract. We have the right to upgrade/substitute the promised vehicle in case of emergency breakdown or if vehicles were in accidents. If no upgrade is available, Moly Limousine allows the customer to select from our fleet available that day. The customer will not incur additional charges if upgrade is made without customer's request. If switching occurs in the same category, or upgrades are made, it will not affect the contract and / or payment of contract. Customer therefore accepts that replacement vehicle at his/her own discretion in case 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 nature, including, but not limited to traffic congestion, road closures, accidents, flight delays, weather delays, etc., we will use our best efforts to notify the customer of these conditions and resulting delays or changes. Moly Limousine reserves the right to terminate service early/any unused contracted time without refund, if the chauffeur/dispatcher on duty feels that the renter/renter party is putting the operator/renter party or the mode of transportation in danger, or if the renter and/or renter party are in possession of any illegal material and/or substance, this service will be cancelled without refund. This is without exception. In case of non-payment or any disputes of charges resolved from things like damaged car / items 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. All our vehicles are equipped with surveillance

Signature

Full Name (Print)

Date