

# Big Time Limos

CONTRACT FOR SERVICE:

10060 Loop 106 San Antonio, TX 78263

**Please fax this contract to 210-649-2103**

Phone: 210-616-6512 or 210-616-6513

CLIENT IS RESPONSIBLE FOR CALLING AND VERIFYING THAT WE RECEIVED YOUR CONTRACT

Date of Event: \_\_\_\_\_ Number of Passengers: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Pick-up Time: \_\_\_\_\_ Drop-off Time: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Best Contact #: \_\_\_\_\_ Fax #: \_\_\_\_\_

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

Pick-up Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

1st Destination Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

2nd Destination Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Final Destination Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Credit Card Number & EXP: \_\_\_\_\_

\*Credit Card Must be Presented to the Driver the Day of the Event if not Paying in Cash.

Please Circle One:            Debit            or            Credit

Number of Hours Guaranteed: \_\_\_\_\_

Rate Per Hour\$ \_\_\_\_\_

\*\*\*\*\*THERE IS NO GUARANTEE THAT OVERTIME HOURS WILL BE AVAILABLE. PLEASE BE SURE THAT THE NUMBER OF HOURS YOU ARE WRITING ON THE CONTRACT WILL BE SUFFICIENT TIME FOR YOUR EVENT.\*\*\*\*\*

15% STANDARD Gratuity Amount: \$ \_\_\_\_\_

\*\*\*must be completed by customer\*\*\*

Total Contract Price: \$ \_\_\_\_\_

\*\*\*must be completed by customer\*\*\*

Multiply number of hours x rate per hour and add 15% Gratuity.

Deposit Amount (30% of total contract price) \$ \_\_\_\_\_

\*\*\*must be completed by customer\*\*\*

Please Circle One:            Debit            Credit            Cash            Check # \_\_\_\_\_

Balance Due (on or before scheduled date of service): \$ \_\_\_\_\_  
\*\*\*must be paid before trip begins\*\*\*

Please Circle One:                    Debit            Credit            Cash            Check # \_\_\_\_\_

IF NOT PAYING IN CASH, CREDIT CARD MUST BE PRESENTED TO THE DRIVER AT THE TIME OF PICK-UP.

**DEPOSITS are NON REFUNDABLE**

Cancellations with less than 14 days notice (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 Big Time Limos to charge the credit card for any of the following charges: deposit, cancellation fee, damages to the vehicle, and all services rendered.

**Limousine Rules and 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, \$300.00 per vomit.
4. All tolls and parking are not included in the rental rate.
5. \$20.00 per glass for broken or missing glasses. \$75.00 per decanter for broken or missing decanters.
6. \$100.00 clean-up fee for excessive matter in the 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. No exceptions.
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 overtime charges.
13. All entertainment including CDs and DVDs is to be provided by the client.

**PLEASE INCLUDE COPY OF DRIVERS LICENSE AND CREDIT CARD:**

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 the cancellation policy is not followed. The number of hours you agree to on the contract is the minimum hours customer agrees to pay.

IF NOT PAYING IN CASH, CREDIT CARD MUST BE PRESENTED TO THE DRIVER AT THE TIME OF PICK-UP.

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

Customer Signature: \_\_\_\_\_

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

Credit Card Billing Address: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

\*\*\*\*\*  
**A COPY OF YOUR  
 DRIVERS LICENSE IS  
 REQUIRED TO  
 SECURE YOUR  
 RESERVATION**  
 \*\*\*\*\*

\*\*\*\*\*  
**A COPY OF YOUR  
 CREDIT CARD IS  
 REQUIRED TO SECURE  
 YOUR RESERVATION**  
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# Big Time Limos

10060 Loop 106 San Antonio, TX 78263

Phone: 210-616-6512 or 210-616-6513

## Limousine Damage Report

I, \_\_\_\_\_, am aware of the damages done by me and/or my party to the property of Big Time Limos limousine # \_\_\_\_\_, on this day of \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_\_.

I acknowledge my responsibility and agree to pay for the repair damages at the rate(s) listed below, either by my credit card on file or by cash or by personal check with credit card back-up:

|  |          |    |
|--|----------|----|
| Broken or Damaged Television, Stereo, DVD (minimum)                  | \$300.00 |    |
| <i>Broken or Cracked Champagne Holder, Ice Bin</i>                   | \$300.00 |    |
| Damaged Bar (minimum)  | \$500.00 |    |
| <i>Broken or Cracked Mirrored Divider, Ceilings, etc.. (minimum)</i> | \$300.00 |    |
| Broken or Cracked Windshield or Window (minimum)                     | \$700.00 |    |
| <i>Cigarette Burns or Tears to:</i>                                  |          |    |
| Leather  | \$500.00 | ea |
| <i>Head Liner</i>  | \$400.00 | ea |
| Broken Vents   | \$40.00  | ea |
| <i>Scratched/Broken Mirror (minimum)</i>                             | \$500.00 | ea |
| Small Window Tint Scratch (per scratch) (minimum)                    | \$100.00 |    |
| <i>Large Window Tint Scratch (per scratch) (minimum)</i>             | \$250.00 |    |
| Chip in Bar (per chip)   | \$225.00 |    |
| <i>Broken/Missing Decanters</i>                                      | \$75.00  | ea |
| Broken/Missing Glasses (per glasses)                                 | \$20.00  | ea |
| <i>Broken/Missing Champagne Flute (per flute)</i>                    | \$20.00  | ea |
| Broken/Missing Knobs (per knob)                                      | \$50.00  |    |
| <i>Limousine Body Damage (minimum by estimate)</i>                   | \$500.00 |    |
| Clean-up of Vomit, etc... (per spill)                                | \$300.00 |    |
| <i>Clean-up of Food/Beverage Spills (minimum)</i>                    | \$100.00 |    |
| Broken or Damaged Laser or Strobe Lights (minimum)                   | \$200.00 | ea |
| <i>Intercom Phones</i>   | \$100.00 | ea |
| Damage to/Missing Floor Mats (minimum)                               | \$200.00 | ea |
| <i>Broken or Missing Remote Controls</i>                             | \$75.00  | ea |
| Plugging of Cooler Drains (per Drain)                                | \$100.00 | ea |

**SMOKING CIGARETTES/ANY SUBSTANCE**

**IMMEDIATE TERMINATION OF  
CHARTER/RUN + \$100.00**

Any other damages, not listed on this form, will have costs estimated by the chauffeur and/or the management, and the customer will be given a formal written estimate.

Additional Part and Body Damages:

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\*\*See reverse side for signature of guarantor\*\*

# *Big Time Limos*

10060 Loop 106 San Antonio, TX 78263

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## **Rules of the Road**

**Please, treat this vehicle as if it was your own luxury automobile.** Due to the cost of this vehicle and for your personal health and safety, we at Big Time Limos ask that you refrain from smoking in the vehicle. If you wish to smoke, the Chauffeur will be happy to find a safe place to stop and let you out of the automobile. The management of Big Time Limos asks that you refrain from placing your feet on the bar areas or any of the seats.

**SMOKING IN THE VEHICLE WILL RESULT IN IMMEDIATE TERMINATION OF THE RUN.**

Failure to comply with the previously mentioned rules may result in the termination of this charter. Thank you for your cooperation and **enjoy your time out.**

**I have read and fully understand the aforementioned Rules of the Road and Vehicle Damage Report and acknowledge my responsibility and agree to pay for the repair of said damages at the rate(s) listed on the reverse side, either by credit card on file or in cash**

Contract # \_\_\_\_\_ Credit Card # \_\_\_\_\_ Expiration \_\_\_\_\_

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Chauffeur Signature

\_\_\_\_\_  
Date

If paid by credit card: I authorize the full payment for the above mentioned damage(s) to be charged to my credit card that is on file with Big Time Limos. I also acknowledge and agree that all non-refundable charges made to my credit card is the full and final payment for all damage(s).