

## *StarGazer Limousine Service, LLC*

9548 County Road K, Tomahawk, WI 54487

(715) 453-2929 (Office/Shop) or (715) 892-2760

Fax: (715) 453-2999

stargazerlimousine.com

**Most people renting a limousine for their event do not realize the responsibility of the driver not only for their safety, but for the value of the vehicle and for providing a pleasant and secure experience for the customer. The following guidelines have been put in place for your protection:**

1. All bookings require a \$250 security deposit at the time of booking. If the vehicle is returned without damage and without the need for excessive cleaning, the deposit will be returned within five business days. In the event that it is not returned or if there are deductions of any sort, you will be provided a written explanation. The individual signing this contract is liable for any and all damages that may occur in the passenger cabin of the vehicle. In the event the damage exceeds \$250, the remaining charges will be billed to the credit card used to secure the booking.

2. **Deposits to hold a requested date of service are non-refundable.** If a cancellation of a contract is requested within 30 days of the date of the event, the individual who signed the contract will be liable for the entire remaining balance of the contract.

3. All StarGazer vehicles are designated non-smoking vehicles. **There is absolutely no smoking or vaping in any vehicles** hired from StarGazer Limousine Service, without exception. If any evidence of smoking materials or smoking activity is found inside the cabin of our vehicles, the individual who signed the contract will be charged a \$200 deodorizing and cleaning fee plus any additional fees based on damage done to the vehicle. There will be a \$5 charge for each piece of glassware that is broken or missing at the end of the evening. If you do not wish to have glassware in the vehicle, you will need to inform us in advance. **There will also be a charge of \$250.00 for cleaning the cabin of the vehicle if a person vomits or discharges any bodily fluids.**

4. StarGazer Limousine Service does not manufacture any of the vehicles we rent to the public. As the renter, you know the size of the people who will be in the vehicle. The number of passengers that will fit in a vehicle will depend on the actual size of the people traveling in them. Any additional unannounced passengers added at the time of service that would put the vehicle over capacity will not be allowed. Additional time to transport added passengers will be charged extra. (Capacity limits must be adhered to due to potential damage to the vehicle). In the event that the rented vehicle suffers or sustains a mechanical problem that renders it inoperable, StarGazer Limousine Service may return all funds at their discretion. If the vehicle suffers a minor mechanical problem through no fault of StarGazer Limousine Service, it will be totally within the discretion of StarGazer Limousine Service whether or not to service the event.

5. Acceptable behavior is expected of all passengers in the cabin of the vehicle. This allows the driver to concentrate on the safe operation of the vehicle. Hanging out of the windows, opening the doors while the vehicle is in motion, attempting to gain entrance to the driver's cabin, throwing trash out of the a window of the vehicle or any other illegal activity is prohibited! (Fines can be issued if observed by police officials and termination of service based on out-of-control behavior is possible.)

6.. **Overtime rate per hour or portion thereof for vans is \$95, \$150 for limousines and \$200 for buses.** StarGazer limousine service reserves the right to cancel any service due to extreme and/or dangerous weather conditions. Flight cancelations do not guarantee service or refunds due to contracted dates and possible conflicting reservations. There may be other scheduled appointments waiting for the vehicle service. The individual who signed the contract will still be held responsible for payment of the contracted amount even if a flight is cancelled and a rescheduled service date is not available. Exceptions to this include: traffic, illness, and vehicle breakdowns. If weather becomes too severe to drive to a destination safely and StarGazer Limousine Service feels that it is in the best interest of the passengers and the driver not to be on the roads during severe weather, the remaining balance of the contract (minus any deposits or already provided service time) will be refunded if service cannot be provided.

7. All contract balances are due in cash, certified bank check, money order, local personal checks or credit card prior to the commencement of service, unless a prior arrangement has been made for payment of the balance at the time of pick up. There will be a \$50 service charge for checks returned for insufficient funds.

**It is the wish of the management of StarGazer Limousine Service for you to have a wonderful and memorable time on the day of your event. Your chauffeur is a professional who will assist you with any and all questions you might have. You will be treated with the utmost respect, and we expect you to treat your chauffeur the same. Your chauffeur is directed by this management to terminate service immediately, without refund, if there is use of illegal drugs, horseplay or other dangerous behavior in the vehicle.**

## CLIENT INFORMATION

<b>VEHICLE (Circle One)</b>	6 passenger van	7 passenger van	8 passenger limousine
	12 passenger bus	14 passenger SUV	20 passenger limo bus
	28 passenger bus	31 passenger bus	I do not want glassware in the vehicle <input type="checkbox"/>

**EVENT DATE :** \_\_\_\_\_

**EVENT TYPE:** \_\_\_\_\_

**TOTAL HOURS BOOKED:** \_\_\_\_\_

**QUOTED PRICE:** \_\_\_\_\_

*Overtime rate per hour or portion thereof for vans is \$95, \$150 for limousines and \$200 for buses*

<b>CLIENT NAME:</b> _____	<b>PHONE NUMBER:</b> _____
<b>ADDRESS:</b> _____	<b>CITY/STATE/ZIP:</b> _____

**INITIAL PICK UP ADDRESS:** \_\_\_\_\_ **CITY:** \_\_\_\_\_

**INITIAL PICK UP TIME:** \_\_\_\_\_ **FINAL DROP OFF TIME:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **CONTACT PHONE:** \_\_\_\_\_

*Please submit a separate sheet with your planned itinerary (Picture locations, drop off points, sightseeing areas, etc) in advance of the event. This will help us to provide you with a service that moves along as smoothly as possible. You are always free to change your plans on the move if you like. We are flexible, and are used to things changing on the fly!*

### CREDIT CARD INFORMATION

<b>CARD NUMBER:</b> _____	<b>EXPIRATION DATE:</b> _____
<b>NAME AS IT APPEARS ON THE CARD:</b> _____	
<b>BILLING ADDRESS:</b> _____	<b>CITY/STATE/ZIP:</b> _____

**QUOTED PRICE: \$** \_\_\_\_\_ **+** **SECURITY DEPOSIT: \$250** **=** **TOTAL: \$** \_\_\_\_\_

**Today I'm Paying (min. \$250) : \$** \_\_\_\_\_ **Balance Remaining: \$** \_\_\_\_\_

No service is guaranteed until the signed contract and minimum deposit of \$250 is received by StarGazer Limousine Service, LLC. I agree that the credit card listed above will be charged for the amount shown above, and I authorize StarGazer Limousine to charge any unpaid balance due upon the start of service unless I provide an alternate form of payment. I acknowledge that the card above may be charged in the event that there is damage to the vehicle caused by anyone in my group/party. By signing this legally binding contract, I certify that I am at least 18 years of age and that I will be liable for full payment of this contract, for any damages incurred and for any legal fees if necessary. Any additions or changes to this contract after it is signed may affect the original price.

**CUSTOMER SIGNATURE:** \_\_\_\_\_

**DATE** \_\_\_\_\_

**PRINTED NAME:** \_\_\_\_\_