

A.N.N. Transportation & Charter

2046 Route 55, Suite #1, LaGrangeville, NY 12540

 845-227-4796  info@anntransportation.com  www.anntransportation.com

RESERVATION & PAYMENT INSTRUCTIONS

To finalize your booking:

1. Complete and sign this contract.
2. Email the completed contract to info@anntransportation.com.
3. Call our office at (845) 227-4796 to provide your payment method and confirm your reservation.
4. No vehicle is considered reserved until the signed contract has been received and the required deposit or full payment has been processed.

PAYMENT & DEPOSIT POLICY

Airport Trips: Must be paid in full at the time of booking. No refunds are issued; however, if canceled at least 72 hours before pickup, you will receive a full credit toward future service.

Weddings, Shuttles & Proms: Require a 50% non-refundable deposit at booking. Remaining balance is due two (2) weeks prior to the event.

Hourly Events / Trips: Require a non-refundable 4-hour deposit at booking. Any additional hours used will be automatically charged to the card on file at the end of the trip.

Cancellations: Airport trips canceled within 72 hours of pickup are non-refundable and not eligible for credit. Wedding, shuttle, prom, and hourly deposits are non-refundable under any circumstances. If a client fails to cancel properly, the remaining balance will be charged to the credit card on file.

SERVICE & VEHICLE TERMS

- A.N.N. Transportation will provide the reserved vehicle and chauffeur at the specified time, date, and location.
- Requests for additional hours are subject to vehicle availability.
- Passenger count may not exceed the vehicle's rated capacity.
- A.N.N. may substitute a vehicle of equal or greater value in the event of mechanical or scheduling issues.
- A.N.N. is not responsible for any lost, forgotten, or damaged items left in the vehicle.
- No smoking, vaping, standing, illegal drugs, illegal activities or underage drinking is permitted. Violations will result in immediate termination of service without refund and a \$500 penalty fee.

- A.N.N. is not liable for delays caused by weather, traffic, mechanical issues, airline delays, or acts of God. If a flight is delayed or canceled, it is the customer's responsibility to notify the office and driver immediately. If the driver is already in route, an hourly wait-time charge will apply.

DAMAGE & CLEANING FEES

Clients are responsible for any damage or cleaning resulting from negligence or misconduct (including burns, scratches, stains, broken glass, or bodily fluids). A minimum \$250 cleaning fee applies for any vomiting. All charges will be immediately applied to the credit card on file. Clients are responsible for any collection or attorney fees incurred.

WAIT TIME & ADDITIONAL CHARGES

Wait time applies after one (1) hour at airports or for added stops, shuttles, or post-event delays:

Sedan – \$80/hr + gratuity • SUV – \$100/hr + gratuity • Transit - \$175/hr + gratuity •
Limo Transit – \$225/hr + gratuity • Mercedes Limo Sprinter – \$275/hr + gratuity •
Shuttle/Passenger Bus – \$250/hr + gratuity • Party Bus – \$300/hr + gratuity.

INCLEMENT WEATHER POLICY

- 1–3 inches of snow: All vehicles operate as scheduled.
- 4–8 inches: Only SUV vehicles will be sent (based on availability).
- 8+ inches: No vehicles will operate; full credit will be issued for future use.
- Ice storms: Transportation operates only if management determines conditions are safe.

SIGNATURE: _____ **Today's Date:**_____

Type of Event: _____ **Date of event:** _____

Vehicle Type: _____ **Contact Phone:** _____