

ING Limousine INC
517 N Thomas St. Arlington VA 22203
Phone: (703) 522-5500 Fax: (888) 522-6996
Corporate Account Contract Agreement

Name: _____ Purpose of Account: Personal or Business

Company Name: _____ Contact Person: _____

Billing Address: _____ City/State: _____ Zip _____

Phone: _____ Fax: _____ Email: _____

Credit Card information: (to secure account) Type(circle): MC Visa Amex Discover

Credit card Number: _____ Name on Card: _____ Exp. Date: _____

Preferred method of Payment (circle): Credit Card Check

Terms and conditions of Service: In an effort to provide our clients with excellent call response. ING Limousine requests our clients to observe the following terms and conditions.

1. Service calls/Appointments: Service calls/appointments shall be made no less than two (2) hours preceding the intended pick up time. ING LIMOUSINE shall not guarantee prompt pick up for the calls made less that two hour intended pick up time. Such calls will be honored based upon availability of vehicles upon and upon assessing the distance between availability vehicles and pick up point.

2. Cancellation of Service calls: Clients must cancel service call no less than three hour prior to scheduled pick up time to not be charged for the service. After that period, If the driver is in mute or has arrived at the pick-up location, the clients account will be billed for the full fare (100%).

3. Waiting Period: Clients will pay an additional surcharge if the client s delayed more than fifteen (15) minutes after his/her scheduled time of pick up.

4. Billing: The client has the option of choosing payment by check cards. Invoices will be sent monthly to the billing address.

5. Payment: A credit card number is required to secure the account. Invoices shall be paid no later than 15 days after the receipt of invoice. If the account balance remains unpaid after 15 days, ING Limousine reserves the right to charge the credit card on the file for the full payment of the balance due plus 5% late charge fee. The client agrees to pay all collection costs and attorney's fees related to payment of the client's account.

6. Indemnity: The client shall indemnify and hold harmless ING Limousine. from any losses, cost, expense and damages on account of collision. ING Limousine shall maintain a comprehensive insurance policy on all its vehicles. The liability of ING Limousine for damage to client(s) body or property shall not exceed the amount recoverable from such insurance.

7. Late Pick-up fees: Pick ups between 11PM-5:30AM will be charged \$10.

8. Weather Conditions: A snow emergency fee of 35% will be added to the base fare for bad weather conditions.

- This agreement shall be binding upon the parties successors and assigned personal representatives. This agreement shall be enforced under the law of State of Virginia,

Client Signature Date