

**Please fill out, sign and fax to Prime Limousine Service at  
(323)927-1678**

**CREDIT CARD AUTHORIZATION AGREEMENT**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_ ZIP Code: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

This is to certify that I, \_\_\_\_\_  
Hereby authorize Prime Limousine Service to debit my

Visa/ Master Card/ American Express  
(Circle one)

Credit Card Number: \_\_\_\_\_  
Cardholder's name: \_\_\_\_\_ Expiration: \_\_\_\_\_  
Card Identification Number (The last 3or 4 digits of the number printed on the back of  
the card) \_\_\_\_\_  
Card billing address \_\_\_\_\_

as payment for limousine services on \_\_\_\_\_ for the amount of \_\_\_\_\_.  
I agree that my credit card may also be used as a guarantee against any additional charges  
(see Term& Conditions) that I, or my guests, may incur.

Terms & Conditions  
Rates and Cancellation / No-Show Policy

**CANCELATION POLICY:** In the continental USA Prime Limousine Service require a minimum Three (3) hours notice prior to the scheduled pickup time (based on the local time zone of the pickup location) for Airport Sedan service and 24 hour notice for all other services to avoid late cancellation or no-show charges. Cancellation number should always be given and noted. It is the client's responsibility to ask for the cancellation numbers.

**NO SHOW CHARGE:** If you not able to locate the chauffeur, please call our 24-hour Customer Service at (818)442-8242 immediately. One of our customer service representatives will be an able to locate our chauffeurs right away with 2-way radios. No Show charge will be applied if a passenger fails to call Prime Limousine Service before

leaving the scheduled pickup location. A No Show charge will also be applied if the client fails to inform of the cancellation.

**CANCELLATION FEE:** Late cancellations and No-Show will be charged at a full trip charge.

**AIRPORT TRANSFER RATES:** The Airport Transfer rates are based on pickup and drop-off without any delay or waiting time for Domestic flights. Your reserved vehicle is dispatched according to the flight estimated arrival time provided by the airline-automated system. The rate included 20 minutes airport grace waiting period. Prime Limousine Service is not responsible for delays caused by: Delay or loss of luggage, inaccurate ETA or wrong gate/terminal information, or any unforeseen circumstance.

All prices quoted by Prime Limousine Service are for the specific services requested. Any deviation from the requested service by any passenger will result in appropriate additional charges.

Prime Limousine Service reserves the rights to assess a minimum fee of \$250.00 for any necessary cleaning and/or damage to the vehicle beyond normal wear and tear.

Prime Limousine Service is not liable for delays/service interruptions or damages caused by acts of God, strikes, riots, authorities of law, public enemies, hazards or dangers caused by a state of quarantine, perils of navigation, inclement weather, hazardous road conditions, accident or breakdowns or any other condition beyond its control.

The undersigned acknowledges and agrees that all rates quoted for services provided by Prime Limousine Service are estimates only. Final charges assessed upon service completion will be based on the actual service provided.

The undersigned acknowledges and agrees that Prime Limousine Service is not responsible for personal property left in the vehicle.

**I agree to Prime Limousine Terms, Conditions and Rates.**

**Authorized Name on Account** \_\_\_\_\_

(Please print)

**Authorized Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**IT IS NECESSARY TO ACCOMPANY A CLEAR AND LEGIBLE PHOTOCOPY OF THE FRONT AND BACK OF THE CREDIT CARD and PICTURE I.D.**

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FOR OFFICE USE ONLY

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

