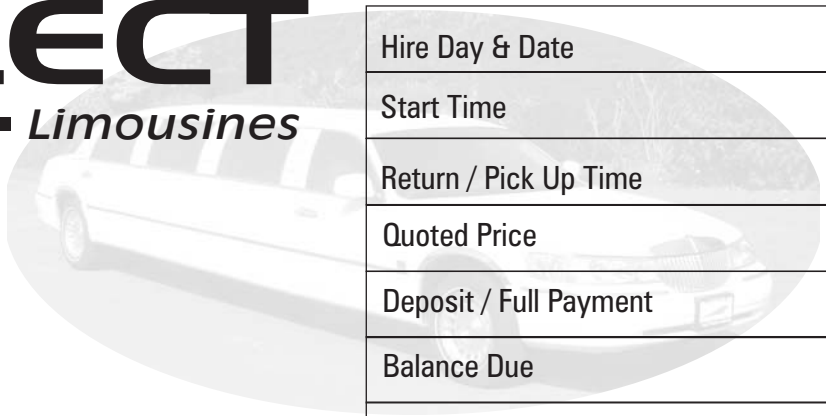


# SELECT

**Limousines**



Hire Day & Date
Start Time
Return / Pick Up Time
Quoted Price
Deposit / Full Payment
Balance Due
Choice of Car
Colour of Ribbons if Required

**PLEASE COMPLETE BOOKING FORM AND RETURN WITHIN 7 DAYS INCLUDING YOUR FULL PAYMENT OR MINIMUM DEPOSIT. BOOKINGS WILL NOT BE CONFIRMED UNTIL WE RECEIVE THIS PAYMENT**

Time of Ceremony ..... Location of Ceremony .....

Location of Reception .....

Hirers Name: .....

Hirers Address: .....

Telephone Contact Numbers ..... Mobile No .....

Pick Up Address & Post Code .....

Other Details .....

.....

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Select Limousines accept bookings on the express understanding that it is not liable for circumstances beyond its control. In the unlikely event of a change of arrangements becoming necessary you will be notified immediately and will be free to accept an alternative or full refund. In the event of a cancellation the booking fee becomes forfeit.

Payment - cash or cheque are payable 4 weeks prior to the hire date.  
 \* Number of persons per car should be specified & agreed upon with Select Limousines.  
 Prices estimated at the time of hire are intended as guidelines only.

I accept that the above information is correct and I hereby agree to and understand the conditions stated above and overleaf.

Print Name ..... Recognised Signature ..... Dated .....

please keep bottom pink copy - return top two sheets

## TERMS AND CONDITIONS OF HIRE

Hereafter Select Limousines shall be known as The Company and the person named overleaf, and/or the person signing the confirmation shall be known as The Hirer. It will be deemed that The Hirer accepts responsibility by himself/herself for every person in his/her party and fully agrees to the conditions of hire as follows.

1. a) All bookings are by pre-booking only and must be confirmed within seven days, with a deposit not less than £50.00, before it is accepted as a positive booking.  
b) On weddings and special hire, e.g. Ascot, etc. payment in full must be received by our office at least 1 month before date of hire. If payment is not received by that date, the booking will automatically be cancelled and your deposit forfeited.  
c) On all short term bookings, payment must be made in advance at least 14 days beforehand.
2. a) In the event of cancellation, any deposit paid will be forfeited, however, unavoidable circumstance, e.g., bereavement, deposits may be refunded at the discretion of the company.  
b) No refund will be given on full payments made by the Hirer if cancellation is made after the 1 month period stated above.
3. No responsibility can be accepted for adverse weather conditions, (i.e. snow, flooding, etc.) which may cause delay or cancellation of a booking by the company.
4. Whilst every effort is offered to the service ability of the vehicles no responsibility can be accepted for mechanical, electrical or material breakdown howsoever caused. In the unlikely event every effort will be made for the immediate repair to the vehicle so that the journey can continue or The Hirer will be transferred to other vehicle/s and any reasonable extra cost incurred will be borne by the company or refund given. Note: In the event of conditions 3 & 4 or any other breakdown and/or accident, no responsibility will be accepted for missed connections and/or functions, howsoever caused.
5. In the event of a breakdown or accident to the vehicle booked prior to the date of booking every effort will be made to supply a similar alternative vehicle/s at the company's discretion. If this is not acceptable to The Hirer a refund will be made of monies paid.
6. The company reserves the right at any time to change/replace or renew the vehicle/s booked or advertise in order to maintain the companies high standard. The replacement vehicle would be of the same type as originally booked and duly notified to The Hirer.
7. The consumption of food/food products and such like is not permitted inside the vehicle.
8. The company at no time takes responsibility for hirers or any member of his/her party damage to their own belongings (ie. spillages)
9. **The Hirer (as signed overleaf) shall be fully responsible and liable for any damage caused both inside and outside the vehicle/s by The Hirer or any members of his/her party, howsoever caused.** This includes incitement to ANY third party which results in damage to the vehicle or its contents. The Hirer will agree to be liable for the total retail cost of the repair and the location of the repairer will be determined by the company. In addition The Hirer will be liable to pay to the company a fixed daily rate (determined by the company) while the vehicle is out of commission for such repairs, plus any further incurred losses i.e lost bookings.
10. The company at no time takes responsibility for hirers or any member of his/her parties items/goods used or left in vehicle/s. The Hirer must make sure all items/goods/belongings belonging to The Hirer or any of his/her party are removed at the end of each rental term. Employees of the company cannot hold/store/safeguard any items for The Hirer of his/her party.
11. The company or its representative (e.g. chauffeur) reserves the right to refuse entry to the vehicle to any person/persons they deem unfit for whatsoever reason and can refuse to continue the journey if any person/persons behave in a manner which may be detrimental to other persons or to the vehicle and its contents. In this event no refund will be given.
12. **A £100 valeting charge will be levied through misuse by THE HIRER from food, drink, or illness or whatever the retail cost may be if in excess of the amount to rectify said damage caused.**
13. Any extra requests or alterations to the booking (i.e. additional pick up points, change of venue causing extra mileage or time) not made at the time of booking/confirmation cannot necessarily be entertained, although every effort will be made to meet these requirements. Prices & hours quoted are from first pickup time. If you require extra hours, this is charged at our normal hourly rate, this must be paid for in cash on the day of hire.
14. Once a booking is made and confirmed and deposit paid, the price quoted to The Hirer will not be subject to alteration unless there is any deviation from the details of the booking (see condition 13).
15. The companies discretion shall be decided by the partners of the company at all times and their decision be fully binding in all matters.
16. It is a legal requirement that all passengers in forward facing seats wear a seat belt.
17. Due to insurance restrictions/licensing authorities our limousines have been designated NON SMOKING. Any infringement of this policy will deem the rental invalid all monies paid will be forfeited and the rental terminated immediately.
18. Any overrun or booked time must be paid for at the time of rental in cash (full hours only).
19. By signing and returning this form The Hirer has entered into a binding contract with the company.
20. The Customer \_\_\_\_\_ Agrees to pre-hire a Lincoln Town Car limousine registration number \_\_\_\_\_ for the period as and from the date of this agreement until termination of this agreement which shall occur on \_\_\_\_\_
21. It is agreed by all parties that the hire of the above vehicle will have the services of a driver included for the period of the hire.
22. The charge for usage/hire will be £ \_\_\_\_\_ per hour.
23. There will be no penalties or charges applied for non-usage.
24. The customer agrees that he/she has read Select Limousines standard terms and conditions prior to signing this agreement and agrees to be bound by the same.