



Please fill out and fax to 800-229-1683  
 or email to marys@limousinecallcenter.com  
 If you have questions please call 877-438-8271

Acct #	_____
Directory needed?	_____
Inf setup complete?	_____
IS setup complete?	_____
UC setup complete?	_____

Company Name \_\_\_\_\_

Physical Address \_\_\_\_\_

Main Contact Name \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Main Phone Number \_\_\_\_\_

Billing Address \_\_\_\_\_

Back Line Number \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Fax Number \_\_\_\_\_

Billing Contact & Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Web Site \_\_\_\_\_

Office Hours: \_\_\_\_\_

Time Zone \_\_\_\_\_

What type of entity? \_\_\_\_\_

Tax Payer ID# \_\_\_\_\_

Answer Phrase\* \_\_\_\_\_

*\*(How you would like your phones answered)*

Do you need a toll free number? \_\_\_\_\_

Start Date: \_\_\_\_\_

Do you use Limoanywhere? \_\_\_\_\_

Should we use Limoanywhere for rates? \_\_\_\_\_

**\*Please allow access by user name limocallcenter**

Driver List Attached \_\_\_\_\_

Rates Attached? \_\_\_\_\_

Services Offered:                      Airport Transfers      Point to Point Transfers      Charters      Tours

Other:                      \_\_\_\_\_

Airport Transfer Pickup Options:      Curb      Baggage Claim      Both      Charges: \_\_\_\_\_

Deposit: *(if required)*      \_\_\_\_\_      Cancellation Policy: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please explain any discounts we can offer:

\_\_\_\_\_  
 \_\_\_\_\_

Additional information:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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		<b>CLIENT PROFILE</b>	
		Company	
		Contact	
		Address	
<b>MONTHLY SERVICE AGREEMENT</b>		City	
Base rate for each 100 minutes in advance	\$100.00	State	Zip
3% Monthly Administration Fee		Phone	
Each over minute in arrears	\$1.00	Email	
		Website	

**EXPECTATIONS**

**What Customer can expect from our Limousine Call Center Team**

- Highly Skilled and Dedicated Customer Service Agents.
- Limousine Industry Specialist

**What Limousine Call center expects from our Customers**

- Completed price guide of your current rates
- Completed contact numbers for all current employees
- Timely response to our phone calls, e-mails and faxes

**PAYMENT TERMS**

Monthly Package in advance 100 min = \$100.00	\$	
Monthly Administration Fee	%	3
Set Up Fee	\$	waived
Monthly over minutes in arrears	\$	1.00 ea.
To be billed on or around the activation day each month		

**PRODUCTION GUARANTEE**

Our highly skilled Client Services team is one of the main reasons why our clients prefer Limousine Call Center to our competitors. A large part of our Client Services team have previous experience in the Limousine industry and thus, have a true understanding of how to ensure each account is successful. Our dedicated team provides clients with timely and accurate responses to their questions and concerns, and delivers consistent communication methods to help achieve their business objectives.

**\$100 REFERRAL PROGRAM**

Limousine Call Center derives most new accounts from referrals of our existing base. LCC agrees to reward Customer \$100 for every referral called, emailed or faxed to LCC that results in a sale. The referral must be made by Customer before LCC initial contact with

- 1. The Limousine Call Center (LCC) agrees to provide a Live Reservation agent 24 hours a day seven days a week. Holidays are subject to additional fees of \$25 for each calendar holiday.**
- 2. LCC will provide the following during this agreement:** Price Quotes, Reservations, Direct Connect, Messages, Dispatching, Directions and wake up calls.

**3. Month to month service agreement, billed by credit card.** First month is collected with this agreement. Monthly fee is due on the 1st day that the service is activated. Your Credit Card on file will be charged automatically monthly. LCC has the right to terminate services if payment is declined. **Payments declined or payment not received after the 7th day shall be subject to a late fee of ten percent 10%.** Customer has the right to cancel the service at any time.

4. LCC and/or Customer have the right to assign its rights and delegate its obligations under this agreement to another entity by reason of merger or sale. This agreement shall be binding upon and benefit either or both successors.

5. Limousine Call Center reserves the right but not the obligation to record all telephone calls for the purpose of: 1) supervising the quality of the service and operator performance; 2) review calls for their accuracy and completeness and / or; 3) prevent or correct any errors. All recordings remain the sole property of Limousine Call Center and are to remain strictly confidential. Under no circumstances may recordings be used by the Client for any other reason other than to verify the particular details of a telephone call.

6. Limousine Call Center acknowledges that any information we receive about the other's business practices, accounts, staff, contacts and plans is confidential and shall not be disclosed to any person except where specifically authorized by that other or as is required by law.

7. The commencement of service expresses acceptance of our terms and conditions.

8. You confirm that all information supplied by you to The Limousine Call Center is current, complete, and accurate in all respects and you agree to notify The Limousine Call Center immediately of any changes to this information.

9. Either party may terminate the Agreement at any time, for any reason.

10. The Limousine Call Center reserves the right to alter rates at any time with 30 days prior notice.

11. The Limousine Call Center will in no circumstances be liable for any indirect, consequential or economic loss, including but not limited to loss of business, loss of contracts, loss of anticipated savings and claims by third parties, whether or not foreseeable.

12. The Limousine Call Center will not be liable if The Limousine Call Center cannot provide the Service due to any event which is outside our reasonable control, such as fire, power, lightning, flood, exceptionally severe weather, explosion, war, civil disorder, industrial disputes, fuel or power supply failures or shortages, acts of government or other public authorities.

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**Customer**

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**Limousine Call Center**

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**Date**

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**Date**

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**AUTHORIZATION FOR AUTOMATIC PAYMENT WITHDRAWL**  
**(This notice provided in accordance with requirements of Federal Law)**

I hereby authorize Limousine Call Center, to initiate debit entries through its billing accounting department against my

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Please furnish the necessary information for your choice of payment method below

Credit Card

\_\_\_\_\_  
**Credit Card Number**

\_\_\_\_\_  
**CVV Code**

\_\_\_\_\_  
**Exp Date**

\_\_\_\_\_  
**Name as it appears on card**

*Processing of credit cards and processing of auto draft payments shall be done on the due date or on the first banking/business date thereafter in the event that the due date falls on a holiday, Saturday or Sunday.*

\_\_\_\_\_  
Customer Name

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

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