

**Champion Limousine Services**  
**PROM PACKAGE RESERVATION FORM**

This form **MUST** be completed and signed by a parent or legal guardian, and faxed to (713) 785-4564 along with a front and back copies of the credit card to be charged and a valid driver's license. Please call us at 832-279-8961 for immediate assistance.

**ALL PROM PACKAGES ARE FOR A MINIMUM OF 8 HOURS. ANY ADDITIONAL HOURS ARE CHARGED AT AN HOURLY RATE.** Please refer to the Fleet & Prom Rate pages on our website at: [www.championlimou.com](http://www.championlimou.com)

**CUSTOMER INFORMATION – Parent information**

TITLE: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_\_) \_\_\_\_\_ EXT: \_\_\_\_\_ CELLPHONE:(\_\_\_\_\_) \_\_\_\_\_

EMAIL \_\_\_\_\_

**PICK-UP INFORMATION**

DATE OF SERVICE (MM/DD/YY): \_\_\_\_\_ PICK-UP TIME: : \_\_\_\_\_ AM / PM

ADDRESS \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: ZIP: \_\_\_\_\_

STOPS: I: \_\_\_\_\_

II: \_\_\_\_\_

**DROP OFF INFORMATION**

DROP OFF TIME: \_\_\_\_\_ AM / PM ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

STATE: ZIP: \_\_\_\_\_

**CALCULATION OF CONTRACT PRICE**

VEHICLE TYPE: \_\_\_\_\_ NO. OF PASSENGERS: \_\_\_\_\_ NO. HOURS RESERVED: \_\_\_\_\_

HOURLY RATE: \_\_\_\_\_ TOTAL RATE: \_\_\_\_\_ 20% Gratuity \_\_\_\_\_ CONTRACT PRICE: \_\_\_\_\_

DEPOSIT AMOUNT: \_\_\_\_\_

**DEPOSIT ARE DUE IN FULL IN ORDER TO MAKE YOUR RESERVATION - DEPOSITS ARE NON REFUNDABLE  
BALANCE OF CONTRACT PRICE DUE IN FULL FOURTEEN (14) DAYS BEFORE DATE OF SERVICE.  
ANY ADDITIONAL CHARGES INCURRED ON THE DAY OF THE EVENT WILL BE DUE IN FULL SAME DAY.**

**ALL CANCELLATIONS MUST BE IN WRITING, RECEIVED MORE THAN FOURTEEN (14) DAYS PRIOR TO THE DATE OF SERVICE AND SENT VIA MAIL TO: 2800 jeanetta 2201 Houston TX 77063**

Cancellations given with notice of FOURTEEN (14) DAYS OR LESS from date of service reserved will be billed the full Contract Price. This means you will pay for all charges on this contract. By signing this contract, and entering your credit card information in the appropriate fields you are authorizing Champion Limousine Services. to charge the credit card for any of the following charges; deposit, cancellation fee, damages to the vehicle, and all services rendered. The exact amount of hours and total charges are calculated when the trip is completed and any charges incurred above the contract price will be charged at that time to the credit card on contract.

**PAYMENT INFORMATION –**

A valid driver’s license and front and back copies of the credit card to be charged MUST be submitted with the completed reservation form.

Driver’s License ID # \_\_\_\_\_ Issued (MM/DD/YY): \_\_\_\_\_ Expires (MM/DD/YY): \_\_\_\_\_

CREDIT CARD (circle one):            **MC**            **AMEX**            **VISA**            **DISCOVER**

NAME AS IT APPEARS ON CARD: \_\_\_\_\_ SEC CODE: \_\_\_\_\_

CREDIT CARD NO.: \_\_\_\_\_ EXP.: MONTH \_\_\_\_\_ YR \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CARDHOLDER’S PHONE: ( \_\_\_\_\_ ) \_\_\_\_\_

**LIMOUSINE RULES AND REGULATIONS**

1. No ALCOHOL!
2. No SMOKING!
3. No ILLEGAL DRUGS!
4. Clean-up fee for incidents of vomiting in the limousine will be assessed.
5. \$10.00 per glass for broken or missing glasses. \$200.00 clean-up fee for excessive matter in Limousine.
6. All unruly persons will be dropped of at the sole discretion of the driver and no refunds will be given.
7. Champion Limousine Services will not be responsible for any lost, damaged, or stolen property.
8. Additional time will be billed in hourly increments and additional charges billed in full same day to credit card on contract.
9. Cancellations must be made in writing and sent by mail AT LEAST FOURTEEN (14) DAYS PRIOR to your scheduled event to avoid being billed the full contract amount.
10. Customer agrees that replacement Limousine may be substituted in the event of any major mechanical issues, limo involved in accident, etc.
11. All entertainment including CDs, DVDs, VHS tapes are to be provided by the client.
12. Any and all damages to the vehicle are at the sole discretion of the driver and will be charged to the customer.

**ADDITIONAL INFORMATION –**

Please use this space for additional stops, special requests or other important information regarding this reservation. Please let us know of any medical conditions we should be aware of regarding the passengers for this trip. Please note if additional sheets are attached.

To submit this form, please read the following statements and indicate your understanding and agreement by printing and signing your name below.

I, THE UNDERSIGNED:

- (1) AM THE CREDIT CARD HOLDER;
- (2) AM REQUESTING THE SERVICES LISTED ABOVE;
- (3) AM AUTHORIZING PINNACLE LIMOUSINE TO CHARGE THIS CREDIT CARD FOR THE REQUESTED SERVICES; AND
- (4) HAVE READ, UNDERSTAND AND AGREE WITH ALL THE TERMS OF THIS CONTRACT INCLUDING BUT NOT LIMITED TO THE SERVICES REQUESTED, RATES AND CONTRACT PRICE, DEPOSIT & PAYMENT POLICY, VEHICLE DAMAGE POLICY, AND THE LIMOUSINE RULES AND REGULATIONS.

\_\_\_\_\_  
**PRINT NAME**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**