PINNACLE LIMOUSINE
WEDDING PACKAGE RESERVATION FORM

This form MUST be completed, signed and faxed to (718) 761-5455 along with a front and back copies of the credit card to be charged and a valid driver's license. Please call us toll free at 800-808-8656 for immediate assistance.

ALL WEDDING PACKAGES ARE FOR A MINIMUM OF 3 HOURS. ANY ADDITIONAL HOURS ARE CHARGED AT VEHICLE RATE. Please refer to the Fleet & Wedding Rate pages on our website at www.pinnaclelimousine.com for types of vehicles and passenger limits.

CUSTOMER INFORMATION

BRIDE FIRST NAME: _____ LAST NAME: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: (_____)_____ EXT: _____ CELLPHONE: (_____)_____

EMAIL: _____

GROOM 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: _____

PHOTO STOP INFORMATION

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

WEDDING LOCATION CEREMONY START TIME : _____ : _____ AM / PM CEREMONY END TIME: _____ : _____ AM / PM

NAME OF CEREMONY VENUE: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

START TIME FOR RECEPTION: _____ : _____ AM / PM END TIME FOR RECEPTION: _____ : _____ AM / PM

NAME OF RECEPTION VENUE: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

FINAL DESTINATION INFORMATION (AFTER RECEPTION)

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

CALCULATION OF CONTRACT PRICE

NUMBER OF VEHICLES AND TYPE REQUESTED:_____

VEHICLE TYPE: _____ NO. OF PASS.: _____ NO. OF HRS: _____ HOURLY RATE: _____

TOTAL RATE: _____

VEHICLE TYPE: _____ NO. OF PASS.: _____ NO. OF HRS: _____ HOURLY RATE: _____

TOTAL RATE: _____

20% Gratuity: _____ CONTRACT PRICE: _____ DEPOSIT: _____ BALANCE DUE: _____

(20% of TOTAL RATE) (add the 20% gratuity to the TOTAL RATE) (50% of the CONTRACT PRICE)

DEPOSITS ARE DUE IN FULL IN ORDER TO MAKE YOUR RESERVATION - DEPOSITS ARE NON REFUNDABLE

BALANCE IS DUE IN FULL FOURTEEN (14) DAYS PRIOR TO EVENT

ANY ADDITIONAL CHARGES INCURRED ON THE DAY OF 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:

PINNACLE CAR & LIMOUSINE, 21 BARSTOW ROAD, SUITE 1-J GREAT NECK , NEW YORK 11021.

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 Pinnacle Car & Limousine, Inc. 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 to the credit card on the contract at that time.

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. $200.00 clean-up fee for excessive matter in Limousine.
2. Pinnacle Limousine will not be responsible for any lost, damaged, or stolen property.
3. Additional time will be billed in hourly increments.
4. 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.
5. Deposits are due in full upon reserving your vehicles and are non-refundable; Balance is due in full FOURTEEN (14) days prior to the event; Any additional charges incurred on the day of the event will be due in full same day and charged to the credit card on this contract.
6. Customer agrees that replacement Limousine may be substituted in the event of any major mechanical issues, limo involved in accident, etc.
7. All entertainment including CDs, DVDs, VHS tapes are to be provided by the client.
8. 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 note if additional sheets are attached.

To submit this form, please read the following statements and indicate your understanding and agreement to each by printing and signing you 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