



“Worldwide Transportation with a Direction”
Since 1998

Billing Account Application

Company/Individual Name _____

Address _____ Ste/Unit# _____ City: _____ State: _____ Zip Code: _____

Office/Home Tel _____ Mobile _____ Fax _____

Authorized Personnel/Account Administrators

Name _____ Tel _____ ext _____ E-Mail _____

Name _____ Tel _____ ext _____ E-Mail _____

Name _____ Tel _____ ext _____ E-Mail _____

If necessary, please attach a separate list.

Company Billing Requirements

Is a P.O. Number or Voucher Number Required? Yes: _____ No: _____

If “Yes,” please indicate specific requirements: _____

Credit Card Information (*Visa, MasterCard, and American Express*)

- Invoices will be processed then mailed to the company for payment due net 30 calendar days. If payment not received within 45 days from service date, below credit card will be charged.
- It is necessary to accompany a clear and legible photocopy of the front and back of the credit card listed below with this application.**

Credit Card Type (Check One): Visa ___ MC ___ AMEX ___ Expiration Date _____

Credit Card Number _____ SIC Code (3 or 4 digits) _____

Billing Address _____ City _____ State _____ Zip Code _____ Country _____

Name as it Appears on Card _____ Authorized Signature _____

PLEASE FAX BACK TO (310) 247-0805



Terms & Conditions

Rates and Cancellation / No-Show Policy

The undersigned acknowledges and agrees that all quoted for services provided by KLS Transportation Service, Inc. are estimates only. Final charges assessed upon service completion will be based on the actual service provided. Travel time will be added to all service charged at an hourly rate.

Cancellation Policy:

In Los Angeles and New York City, a minimum of one (2) hours before the pick-up time is required to avoid a cancellation charge. Cancellations in the continental United States require at least a three (4) hour notice. There is twenty four (48) hour cancellation notice required for outside the continental United States. Late cancellations and no shows will be charged the minimums. Cancellation numbers should always be given and noted. The client is responsible to ask for the cancellation number when an order is canceled. **If you do not have a cancellation number, you will be billed and you will be responsible for the charges. PLEASE REFER TO YOUR RATE SHEET FOR SPECIFIC MINIMUMS AND USAGES.**

Exceptions:

The 2008 Rack Rates will not apply when booking vehicles for the following events or on the following event dates: Grammy Awards, MTV Events, VH-1 Events, Academy Awards, American Music Awards, Emmy Awards, Golden Globe Awards, Movie Premieres, New Years Eve, New Years Day, Super Bowl, World Cup Events, Championship Sporting Events, Boxing Matches, National/International Events, and any other high demand events or dates.

The undersigned acknowledges and agrees that KLS Transportation Service, inc. is not responsible for personal property left in the vehicles. The undersigned also acknowledges and agrees that KLS Transportation Service, Inc. reserves the rights to assess a minimum fee of \$200.00 for any necessary cleaning and/or damage to the vehicle beyond normal wear and tear.

KLS Transportation Service, Inc. shall endeavor to maintain the schedule submitted by its agent or employee. KLS Transportation Service, Inc. is not liable for delays/service interruptions or damages caused by strikes, riots, authorities of law, public enemies, hazards or dangers caused by a state of war, quarantine, perils of navigation, inclement weather, hazardous road conditions, accidents or breakdowns or any other condition beyond its control.

Name (Please Print)

Title of Position

Signature

Date

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