

# Executive Limousine and Towncar Service, LLC Individual Account Application

*You can complete the form online and print when completed*

Post Office Box 3621  
Burbank, CA 91508-3621  
Tel: (213) 361-9664  
Fax: (818) 841-8737  
[www.execlimotowncar.com](http://www.execlimotowncar.com)

\_\_\_\_\_ Date: \_\_\_\_\_  
Legal Name

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_

State of Incorporation: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

Fax: ( ) \_\_\_\_\_

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

### **Signature on file Authorization Form**

**A copy of both sides of the signed credit card must be submitted with this application.**

Name as it appears on the Credit Card: \_\_\_\_\_

Credit Card Number: Exp Date: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

The following must be completed by the cardholder for the credit card indicated above and signed by the authorized user only.

I, \_\_\_\_\_ Authorize Executive Limousine and Towncar Service, LLC, to process the above credit card as a "Signature on File" for the ground transportation services.

Please list all persons authorized to charge services to this card.

1) Name and Title: \_\_\_\_\_

2) Name and Title: \_\_\_\_\_

**Please indicate below whether services are for single or multiple uses:**

Single Use (One Reservation Only) \_\_\_\_\_ Multiple Use \_\_\_\_\_

Signature of the card holder: \_\_\_\_\_ Date: \_\_\_\_\_

By signing above, you have authorized Executive Limousine and Towncar Service, LLC to bill your credit card for all of your service trips. (An additional 20% will be billed for the driver gratuity). We will also mail, e-mail or fax you an itemized statement upon your request.

**List all persons authorized to charge Services under the responsibility of the undersigned.**

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

**Terms and Conditions:**

\_\_\_\_\_ herein referred to as "customer".

Customer initials

- I. Customer agrees to inform Executive Limousine and Towncar Service, LLC within 24 hours of activity any problem regarding the service provided by Executive Limousine and Towncar Service, LLC, including but not by way of limitation failure to provide the services in a timely manner or any delay or dissatisfaction in any service provided.
- II. The customer agrees that if any dispute arises out of this agreement or the service provided herein, the prevailing party shall be entitled to recover all reasonable attorneys' fees, interest and costs incurred.
- III. Full payment shall be due upon receipt of all monthly statements.
- IV. The customer hereby agrees that the usual credit inquiries may be made and it authorizes Executive Limousine and Towncar Service, LLC to obtain such information as it may require from whatever sources it deems necessary concerning any statements made on this application. In addition, the undersigned hereby authorizes Executive Limousine and Towncar Service, LLC, to charge account balances which are sixty (60) days past due to pertinent credit card(s), numbers of which are reflected on this application.
- V. Executive Limousine and Towncar Service, LLC, is not responsible for personal property left in vehicles.
- VI. The undersigned represents that he/she is an officer and/or is duly authorized to file this application for Executive Limousine and Towncar Service, LLC credit charge.
- VII. The undersigned on behalf of the customer certifies that the above statements are true, correct and complete and have been made by the undersigned for the purpose of inducing Executive Limousine and Towncar Service, LLC, to extend credit to the customer.

\_\_\_\_\_  
Authorized Signature Name and Title Date

Referred by: \_\_\_\_\_  
Individual's Name Company Date

**Please fax to (818) 841-8737**

**Or Mail to:**

**Executive Limousine and Towncar Service, LLC  
Attention: Accounting Department  
Post Office Box 3621  
Burbank, CA 91508-3621**