

## Terms & Conditions

- Bookings are accepted based upon the times and dates stated on the confirmation form. It is the passengers responsibility to check this form and inform us immediately of any changes
- Depending upon the nature of the booking a deposit 50% may be required. This will be non-refundable within 48 hours of the departure date.
- Passengers must wear seat belts at all times.
- Smoking and is not permitted in the vehicle.
- Passengers are responsible for any personal possessions left in the vehicle.
- For safety reasons the driver may refuse to transport passengers that are behaving in a disorderly manner.
- Any damage to the vehicle or valeting costs will be charged to the passenger responsible.
- We do not accept any responsibility in any way for missed flights for whatever reasons i.e.: traffic delays, accidents, breakdowns, severe weather conditions or any other unforeseen circumstances.
- All hire periods will start when the chauffeur or vehicle arrives at the collection address and finishes on the return to our office, except when hires are subject to a fixed charge, special rate or contract. All hires are subject to a minimum charge of two hours.
- Waiting time is only charged when we are requested to wait over and above any appointed departure time by the client.
- Clients supplying incorrect information and resulting in an unnecessary journey being made by the driver, will be charged the appropriate fare and recharged for returning to collect at the right date and time.
- The driver will drive at the legal speed.
- There will be a 25% surcharge on public holidays
- All prices quoted are exclusive of VAT. A-Class Executive Travel Services reserve the right to cancel or amend its terms of conditions at anytime. Notification will be sent to all clients before any amendments are agreed upon and implemented to an account
- All invoices are to be paid 14 days from date of invoice. This is subject to agreement when opening an account.
- All late payment of invoices will attract monthly interest charges of up to 5% above base rate, calculated on a daily basis.
- All car parking and parking meter charges are payable by the client.
- Credit card payments are subject to a 3% surcharge. Debit card payments are net.
- A-Class Executive Travel is available for hire 24 hours a day 365 days a year. Bookings for Bank & Public holidays require 3 days prior notice and special negotiated rates will apply.