

***CHECKER YELLOW CABS “SPECIAL OCCASION / TEMPORARY ACCOUNTS”***

1. Service may be provided through a “Corporate Account” you already have set up, or by a “Temporary Account” that will be assigned to you by our office. The temporary account is only good for one specific occasion; all information will be deleted from our system as soon as the outstanding bills are paid.
2. Our terms are net 15 days; the taxi drivers have 21 days to hand in their charges so it is possible for you to receive a minimum of two statements before all charges are processed. **Once an account is set up, you will receive an email which will include a password for you to go on-line to view/print off all your back charges and fees.**
3. Once your Company has established an account for your function, all taxi users **must** have pre-printed charge slips. There will be an administration fee charged to your account for the printing of these vouchers, varying on the number of vouchers you have printed and including delivery to you. Please see attached rate structure. Handwritten slips or verbal account numbers cannot be accepted by taxi drivers. It is very important that you monitor these slips closely, once they are in your possession you are fully liable for all charges incurred on all the slips.
4. If your Company is only paying the taxi fares for the evening of the party you must have the date noted on the slips. Example: Valid Dec. 19 to 5 am on Dec. 20/15 only. Checker Yellow Cabs cannot be responsible for distances traveled, stopovers or monitoring gratuities. **Our drivers are not responsible for enforcing your guidelines.**
5. **The party season, (i.e: Christmas Season / Stampede week etc.) is extremely busy for taxis. If your Company’s party is on a Friday or Saturday, please order the cab taking you to the party at least 3 or 4 days in advance. All taxis are subject to availability even with advanced bookings. Between the hours of 5 p.m. to 7 p.m. is our busiest time for picking people up. We do not guarantee to arrive exactly on time and could be up to one hour or more late (although, you need to be ready). If you do not order in advance, we may get booked up, and taxi dispatch will be unable to take your order. If your function will let out before 9 pm, please make a note on the form provided.**

To place a “time-call” please call 403, 299-9999

6. Unfortunately, taxi dispatch **cannot take pre-bookings for people returning from** parties due to the volume of passengers requiring our services. Please call when you are ready to leave if there are not any of our taxis waiting at your function.

\*\*\* We will do everything we can to accommodate your transportation needs. We appreciate your understanding, and value your patronage. \*\*\*



***CREDIT CARD INFORMATION***

Due to the volume of customers that request temporary accounts Checker Yellow Cabs now requires a major credit card number in order to set up and issue your company with pre-printed vouchers.

**The following credit card information is given for the purpose of setting up a Temporary Account with Checker Yellow Cabs.**

Card #: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Company Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please return to (403) 248-0584 or joann@thecheckergroup.com

Our terms are net 15 days; this credit card number will **not** be used to pay the account unless the temporary account becomes delinquent. In that event, our Accounts Receivable Department will inform you of charges going on the credit card prior to processing.

The following form must be acknowledged, signed and returned before we are able to open a temporary account.

Please be advised the Checker Yellow Cabs is not responsible for who or how your company hands out pre-printed charge slips and how they are used. **Once the slips are in your possession you are fully liable for all charges incurred on all the slips. It is not the responsibility of our drivers to enforce your guidelines.**

The user of the charge slip must fill in the “from” and “to” portion, sign and print name. If you wish to put a **guideline** on the gratuity, the following options are available and can be pre-printed on the slips, please choose one of the options and enter on the Gratuity line below.

- No restriction;
- Limit to a percentage;
- Limit to a set amount;
- No Gratuity Allowed

Once your vouchers are printed, Checker Transportation will be responsible for delivering your taxi vouchers to you.

Ambassador Limousine service is also available. Please call 403, 299-4910 for vehicle availability and prices.

\_\_\_\_\_  
 Authorized Signature

\_\_\_\_\_  
 Date

Account #: \_\_\_\_\_

Location of Function: \_\_\_\_\_

# Taxi Slips: \_\_\_\_\_

Ending by 9 pm:  YES  NO

Valid Dates: \_\_\_\_\_

Admin Fee: \_\_\_\_\_

Expiry Time: \_\_\_\_\_

Admin Fee Rates		Corporate Customer	Non Customer
<b>Standard Order</b>	First 100	25.00	30.00
	over 100	0.25 ea	0.30 ea
<b>Rush Order</b> (48 hrs notice or less)	First 100	40.00	45.00
	over 100	0.40 ea	0.45 ea

Gratuity: \_\_\_\_\_

(Please enter one of the options listed above)

The above are **guidelines only**

**Super Hot Service Available Same day after Noon**

Company Name: \_\_\_\_\_

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

Postal Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone #: [       ]

E-mail Address: \_\_\_\_\_

Return to [joann@thecheckergroup.com](mailto:joann@thecheckergroup.com) or Fax to (403) 248-0584

Trace #: \_\_\_\_\_ Date: \_\_\_\_\_