



Application for a Credit Account

- Company Name:**
- Address:**
- Business Email Address:**
- Business Web Address:**
- Nature of the Business:**
- Company Registration No:**
- Company Tel No:**
- Account Contact Name:**
- Where did you hear about us? (Please specify)**
- Monthly credit required: £**

Account Facilities are granted at the discretion of the London Shuttle Service. Accounts are due and payable after 5 days from date of Invoice.

I am Director/Manager in the above name Company and thereby authorised to Obtain credit facilities and to sign cheque's on behalf of the named Company. If for any reason the Company fails to settle your invoices, I personally guarantee payment of the outstanding amounts.

I understand that in the event of non-payment after 30 days this account may be suspended and a 15% surcharge added to any outstanding amounts.

I have read and understood the pricing structure and confirm that this is subject to change at your discretion. In accordance with the current legislation I agree not to place bookings with your drivers, but only through the means of your licensed control operation.

My position in the Company is

Printed Name:Date:.....

Yours Sincerely

(Please sign above)



Terms & Conditions

The Company reserves the right to revise any of the terms and conditions stated here and will come into effect 1 hour after posting. A quote on a journey will be valid until 24 hours after the issue thereof. No reservation is considered as accepted until confirmed by email and the passenger

An additional surcharge of 50% on the prices listed on this site may be added on the following dates: 24, 25, 26, 31 December as well as 1 January. There may be an additional charge if the passenger has to make a stop on the way of the journey (minimum £5) or any other diversion on the way. The drivers are competent and have a good working knowledge of London and strive to take the shortest possible route on that specific day. If you may need to make another stop on the way the passenger will need to give 12 hrs prior notice.

At the airport we include 40 minutes waiting time for free once the flight has landed, and thereafter the charge will be £5 per 15 minutes. At a pickup from within London we allow 15 minutes waiting time from the time the passenger has made the booking for, and thereafter £5 per 15 minute waiting time. This means our fares are based on a direct trip with passengers being ready to travel at the time and place as specified.

We do monitor the flight for any delays and there will be no extra cost to the passenger if the flight has been delayed. If the passenger misses the flight coming into one of the UK airports, the passenger has to call us immediately and there will be no extra cost involved if the passenger calls at least 1 hour before the scheduled arrival of that flight with their full name and surname.

A reservation may only be altered or cancelled with the permission of the company. It has to be done in writing (preferably email) or by phone.

Cancellations informed between 3 and 12 hours prior to time of journey mean that a £5 cancellation charge will be incurred.

Cancellations informed between 3 and 1 hours prior to the journey will incur 25% of the booking price.

Cancellations not informed up to 1 hours prior to time of booking may incur 100% of the booking price

All payments can be made in cash or credit card. In the case of credit card your card will be charged before or on the day of the journey. In the event of a cash booking you may pay the driver cash (GBP), but the card details will only serve to secure the booking, or may be charged for instances of a cancellation or 'no show'.

If we pick up from a UK address the driver will wait up to 30 minutes after the time the booking was made for. If we are unable to make contact with the passenger (ringing the doorbell and calling the contact phone number) we will pull the driver away and the passenger will be responsible for the full cost. At the airport the driver will go in 30 minutes after international/intercontinental flights and 15 minutes after European flights (unless the passenger has specified otherwise) He will wait at the information desk in the arrivals terminal. The passenger has 40 minutes waiting time for free thereafter. If the driver fails to make contact the driver will put a call out for the passenger. If the passenger fails to show 30 minutes thereafter we will pull the driver away and the passenger will be liable for the full price.

If the passenger has been waiting at the information desk of the airport and fails to make contact with the driver, the passenger should call the company so as to arrange how to meet. Passenger should not just leave the airport without letting the company know as this will be regarded as a 'no show'.

Illustrations, photographs and descriptions on the website, brochures, pricelists or documents serves merely as a guide and will not be binding.

The company reserves the right to make use of sub contractors to provide the service to the passengers. These sub contractors will be able to provide a high quality of service. We also have another policy in which the drivers do not carry your luggage as they will not be held responsible if your baggage gets damaged. We directly or indirectly in any court of Law would not be held accountable for damage of bags. They will not help you take your bags from a apartment to the car, it is your responsibility. The Drivers have the right to cancel the jobs if there is a delay done by the airline or the flight is delayed by more than 15mins. The Company reserves the right to cancel any jobs.

Your Journey

Prices of journeys also depend on the size of the vehicle. The driver will have the right to refuse any passenger who has excess luggage, which would result in the car being unsafe while in transit. The passenger has to make sure that the correct sized vehicle is booked according to the guidelines set out and to notify us of any excess luggage.

The driver will kindly assist you to load your luggage if you prefer, but is not responsible for any damages to passengers luggage.

The company provides the passenger the option of additionally booking a baby seat, which will be £5 extra to the prices quoted. The

passenger must please state the age of the child since we offer seats for children up to the age of 3 yrs old.

Please keep in mind that babies/ children are regarded as passengers and therefore to book the vehicle size accordingly.

Privacy and Security Policy

We collect information about you for 2 reasons: firstly to process your booking and secondly to provide you with the best possible service. We will not send out marketing email to you in the future unless you have given us your consent.

The type of information we collect are: your name, address, phone number, email address and your credit/debit card details. We will not collect any other sensitive information without your explicit consent. The information we will collect about you will be secure.

Payments made on this site is via a secure server

The information we hold will be accurate and up to date. You may check the information we are holding by emailing us. If you find any inaccuracies we will delete or promptly correct it.

If we intend to transfer your information outside the EEA (European Economic Area) we will always obtain your consent first.

If you have any questions regarding privacy, please do not hesitate to contact us.