



CheckerSedan.com

## **CHECKER SEDAN GROUP TRANSPORTATION CHARTER PAYMENT & USE POLICIES**

**DEPOSIT:** A deposit of \$100.00 per vehicle **or** 10% of the charter total (whichever is greater) is due within 14 business days of receiving the charter confirmation. Please include the charter number and service date on remittance. Checker Sedan Group Transportation (formally Commuter Express) reserves the right to cancel any charter for which no deposit is received 14 business days after the booking date.

**PICK UP INFORMATION:** The address of and directions to the charter pick up location must be sent with the charter deposit.

**ITINERARY:** An itinerary must be sent with the deposit payment. Any changes made to the charter itinerary may result in a price change. No changes may be made within four (4) days of the charter departure.

**FINAL PAYMENT:** Full payment must be received no later than 14 days before departure. Any payments made within 14 days must be cash, money order, wire transfer, cashiers check or credit card.

**CANCELLATION FEE:** A cancellation fee will be charged to any charter cancelled within 30 days of scheduled departure. The cancellation fee is equal to the charter deposit amount, i.e. \$100.00 per vehicle or 10% of charter total whichever is greater. Upon canceling a charter, you will be issued a cancellation number for your records.

**ADDITIONAL USE:** Our dispatcher must approve any use of the chartered vehicle beyond the final itinerary. The group leader must sign the charter paperwork provided by the driver, stating that they approve the additional use. Any itinerary changes may result in additional charges being billed to the client.

**NO SMOKING POLICY:** For the health and safety of all passengers and Checker Sedan Group Transportation employees, we do not allow smoking on any Checker Sedan vehicle.

**BEVERAGE POLICY:** Passengers under the age of 21 are not permitted to consume alcoholic beverages while on the motorcoach. Drivers will contact local authorities in the event that underage alcohol consumption is occurring. All beverages must be in cans or plastic containers – absolutely no glass permitted on vehicles.

**24-HOUR EMERGENCY:** Our group transportation charter department is open Monday through Friday from 9:00am to 5:00pm. In case of after-hour emergency or urgent change in your travel plans, please contact our dispatcher toll free at 800.351.5466.

Office: 313.963.1000  
Fax: 313.299.2080  
Operations & Reservations:  
800.351.5466