



A Better Way to Travel

www.fcsny.com

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## Executive Summary

First Corporate Sedans, Inc. (FCS) commenced operations in 1985 and is incorporated in the state of New York. FCS is classified as a "Black Car" company by transportation industry standards and is licensed by the New York City Taxi and Limousine Commission (TLC).

### Services:

- FCS provides ground transportation primarily in the NY-NJ-CT Tri-State area.
- Domestic and international ground transportation services are also available via quality conscious affiliates.

### Types of Vehicles:

- Standard services are provided using Town Cars.
- Luxury sedans, SUVs, hybrids, limousines, buses and vans are available upon request.

### Drivers:

- All FCS fleet members are independent contractors who own, maintain and insure their vehicles.
- Collectively known as the "Fleet," each one of our fleet members (drivers), have been subjected to rigorous driving tests and attend a training program conducted by FCS. They are also subjected to scheduled and random FCS inspections on a periodic basis that cover the vehicle, insurance policies, TLC licenses and driver's license.

## Additional Services

### Domestic and International

Ground transportation services are available domestically (outside the NY-NJ-CT Tri-State area) and internationally in all major cities worldwide.

### Signature Services

FCS features several luxury sedans (i.e. Mercedes Benz, Lexus and BMW), SUVs and stretch limousines with various seating capacities, for executives, corporate, sporting and special events.

### Van and Bus Services

For larger group travel needs, vans and buses are available with different passenger capacities.

*NOTE: For all additional services mentioned above a twenty (20%) percent gratuity applies to the total of the fare, waiting time and stop charges.*

### Hybrid Services

For the environmentally conscious, FCS features several hybrid sedans and SUVs.

### Meeting and Event Planning

To meet the ground transportation needs of road shows, meetings and events, a special team of personnel are available who will assist with planning, making reservations, travel confirmations, on-site dispatch coordination, post-event billing and follow-up.

On-site dispatching is available with due notification at no additional charge. Ten (10) car minimum.

## General Rates

### Courtesy Wait

Since 1985 FCS has been extending a grace period of fifteen (15) minutes from the requested pickup time, as a courtesy. This allows our passengers to save money and avoid the unnecessary pressures associated with a hectic schedule. To take advantage of the grace period, please enter our cars within the time allotted.

### Waiting Time (Prior to Pickup)

A grace period of fifteen (15) minutes is available after which waiting time charges will be applicable as follows:

MINUTES FROM RESERVATION TIME	APPLICABLE CHARGE	
	Sedans	Luxury Sedans/SUVs
0 – 15	None	None
16 – 25	\$16	\$24
26 – 35	\$24	\$36
36 – 45	\$32	\$48
46 – 55	\$40	\$60
56 – 60	\$48	\$72
Thereafter, for every ten (10) minutes, or any part thereof.	\$8	\$12

### Waiting Time (En-Route)

For every ten (10) minutes, or any part thereof: eight (\$8) dollars for sedans and twelve (\$12) dollars for luxury sedans/SUVs.

### Hourly Rate (As-Directed)

Locations	Applicable Charge	
	Sedans	Luxury Sedans/SUVs
Manhattan	\$50	\$75
Boroughs	\$55	\$85

These rates are for a one (1) hour minimum and are inclusive of stops and waiting time. Tolls are extra. For luxury sedans/SUVs, a twenty (20%) percent gratuity applies to all fares whereas for town cars, a twenty (20%) percent gratuity will be added to the flat rate charges for two (2) hours or more.

### Service Charge

A three (\$3) dollar service fee will be applied to every ride.

### NY State Surcharge

As mandated by New York State law, a two (2%) percent surcharge will be applied to every ride.

### NY State Sales Tax

As per the mandate set by the New York State Department of Taxation and Finance, sales tax is applicable for all rides that originate and end in NY State. Rates vary based on counties in NY.

### Fuel Surcharge

Rates for premium gas in New York City are monitored via the Energy Information Administration website <http://www.eia.doe.gov>. A surcharge is applicable if the fuel rate for premium gas is over \$3.50 per gallon in New York City, after due notification.

## Manhattan Rates

ZONE	1	1A	2	3	4	5	6	7
1	22	24	26	27	28	34	36	37
1A	24	22	24	26	27	31	34	36
2	26	24	22	24	26	31	34	36
3	27	26	24	22	25	29	32	35
4	28	27	26	25	26	28	31	34
5	34	31	31	29	28	27	31	34
6	36	34	34	32	31	31	34	34
7	37	36	36	35	34	34	34	34

### Zones

1: Battery Park to 14th Street      3: 60th Street to 79th Street      6: 111th Street to 155th Street  
 1A: 15th Street to 34th Street      4: 80th Street to 96th Street      7: 156th Street to 242nd Street  
 2: 35th Street to 59th Street      5: 97th Street to 110th Street

## Stops

- En-route: \$10
- Out-of-route: \$15
- Round trips from one zone to another are charged as two (2) separate fares or \$50 per hour, whichever is less.

## Airport Rates

TO/FROM	Sedans			SUVs			Luxury Sedans		
	LGA	JFK	EWR	LGA	JFK	EWR	LGA	JFK	EWR
MANHATAN	46	62	70	90	110	110	100	120	120
QUEENS	44	52	92	90	110	130	100	120	120
BRONX	62	72	87	90	110	130	100	120	120
BROOKLYN	55	62	92	90	110	130	100	120	120
STATEN ISLAND	82	82	72	120	120	110	130	130	130

LGA: LaGuardia Airport // JFK: John F. Kennedy Airport // EWR: Newark Airport

All rates include a curbside pickup at a designated pickup area. Twenty (20) minutes of free waiting time is included. No parking charges will be applied.

Our Meet and Greet Service (\$10 for all airports) is extended automatically unless otherwise instructed. The service includes a free waiting time period of thirty (30) minutes from the latest scheduled arrival time.

Additional waiting time is charged at the rate of eight (\$8) dollars for every ten (10) minutes, or any part thereof.

A stop at any airport terminal en-route is charged at ten (\$10) dollars per stop. Parking and tolls are additional.

FCS will contact the passenger, provide the vehicle type, car number and the estimated time of arrival (ETA) for every airport pickup.

## Out-of-Town Rates

Rates for all towns/cities in the NY-NJ-CT Tri-State Area are available in detail on our website, [www.fcsny.com](http://www.fcsny.com). For specific inquiries, please call us at 212-972-2222.

## Round Trips Out-of-Town

All round trips to out-of-town (OT) locations in the NY-NJ-CT Tri-State Area, originating in Manhattan are charged half (1/2) the base fare on the return trip. Thirty (30) minutes of free waiting time is included during the round trip stop.

## Policies

### No-Shows

If a passenger fails to notify FCS of their inability to be picked up at the appointed time or place (i.e. missed or canceled flight, failed to cancel a reservation) the minimum fare will be charged back to Manhattan. It is also the responsibility of the passenger to contact FCS at 212-972-2222 or 1-800-4RETURN (1-800-473-8876) when the car cannot be located. Taking alternative transportation without first contacting FCS will result in a minimum fare.

For all domestic reservations outside the NY-NJ-CT Tri-State Area and international reservations, no-shows will be charged in full.

For limousines, vans and bus reservations, no-shows will be charged in full.

### Cancellations / Changes

Pre-dispatch: In Manhattan you may cancel or change a pickup up to twenty-five (25) minutes prior to a scheduled reservation at no charge.

Outside Manhattan you may cancel or change a pickup up to sixty (60) minutes prior to a scheduled reservation at no charge. Pickups which are in excess of fifty (50) miles from Manhattan require a minimum cancellation or change period of ninety (90) minutes. Passengers who fail to cancel or change rides within the above time allowance will incur a minimum charge as if the ride returns to Manhattan.

For domestic reservations outside the NY-NJ-CT tri-state area, the reservation may be cancelled or changed two (2) hours before pickup time or as specified otherwise at the time of the reservation, if not the ride will be charged in full.

For all international reservations, the reservation may be canceled or changed twenty-four (24) hours before pickup time or as specified otherwise at the time of the reservation, if not the ride will be charged in full.

For luxury sedans, SUVs, limousines and vans, the reservation may be canceled or changed two (2) hours before pickup time, if not the ride will be charged in full.

For buses, the reservation may be canceled or changed forty-eight (48) hours before pickup time otherwise the ride will be charged in full.

### Disputes

If there are any questions or disagreements regarding fares, stops, waiting time (denote the time you entered the vehicle on the voucher and initial it) or any driver related issue, please contact our client services personnel at 212-972-2282 ext. 2090 or via email at [cs@fcsny.com](mailto:cs@fcsny.com). A service evaluation form can also be submitted online at [www.fcsny.com](http://www.fcsny.com).

For post-ride billing related issues, please contact our billing department personnel at 212-972-2282 ext. 2070 or via email at [billing@fcsny.com](mailto:billing@fcsny.com).

For any invoice or accounts receivable related issues, please contact our accounts receivable department personnel at 212-972-2282 ext. 2081 or via email at [ar@fcsny.com](mailto:ar@fcsny.com).

## Reservations

Main	212-972-2222
Domestic / International	212-682-9282
Signature Services	212-972-7867
Toll Free	1-800-4RETURN 1-800-473-8876
Fax	212-661-5785

## First Corporate Sedans. Inc.

Executive Office: 60 East 42nd Street, Suite 2424, New York, NY 10165 t: 212-972-2282 f: 212-286-9130  
 Fleet Management Office: 250 West 57th Street, Suite 1025, New York, NY 10107 t: 212-265-8100 f: 212-265-8144