

First Corporate Sedans, Inc.

60 East 42nd Street, Suite 2424, New York, NY 10165
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 www.fcsny.com



A Better Way to Travel

CORPORATE CREDIT APPLICATION

New Revision

Customer A/C # _____

Company Information	
Company Name	
Address	
EIN Number	DUNS Number
Contact Name	Title
Telephone Number	Fax Number
E-mail Address	
Type of Business	
Est. Annual Usage (\$)	No. of Employees
Web Page	
Gratuity	<input type="checkbox"/> None <input type="checkbox"/> 5% <input type="checkbox"/> 10% <input type="checkbox"/> 15% <input type="checkbox"/> Other

Corporate / Purchase Credit Card Information	
Type of Credit Card	<input type="checkbox"/> AMEX <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> DINERS
Credit Card Number	Expiration Date
Name on the Credit Card	
Billing Street Address	
Billing Zip Code	
NOTE:	
<ul style="list-style-type: none"> • Attach a copy of the designated credit card (front and back). • If payment for services rendered is not received by First Corporate Sedans, Inc. within forty-five (45) days of the invoice date, I, the card holder, hereby authorize First Corporate Sedans, Inc. to charge the above credit card along with a four percent (4%) processing fee. 	
Card Holder's Signature	

Billing Information	
Billing Contact Name	Title
Address <i>(if different from above)</i>	
Telephone Number	Fax Number
E-mail Address	

PREFERRED PAYMENT METHOD	
<input type="checkbox"/> Check/EFT	NOTE: If payment is not received within 45 days of the invoice date, above credit card will be charged.
<input type="checkbox"/> Credit Card	<input type="checkbox"/> Single Corporate / Purchase Card <input type="checkbox"/> Individual Corporate / Purchase Cards <input type="checkbox"/> Personal Credit Cards

Accounts Payables Information	
A/P Contact Name	Title
Address <i>(if different from above)</i>	
Telephone Number	Fax Number
E-mail Address	

Additional Information	
How did you hear about First Corporate Sedans, Inc.?	
Is your organization affiliated to an existing First Corporate Sedans, Inc. client? If Yes, please explain.	

Bank Information	
Bank Name	
Account Number	
Address	
Contact Name	Title
Telephone Number	Fax Number
E-mail Address	

Special Requests / Comments

First Corporate Sedans, Inc.
TERMS AND CONDITIONS

The Authorized Signatory of the Company ("Applicant") mentioned above, hereby agrees to the following terms and conditions:

1. With regard to charges:
 - a. Applicant agrees to pay the transportation rate set forth in the current First Corporate Sedans, Inc. (FCS) Rate Book according to the billing policies (including but not limited to waiting time, "no-show" charges, disbursements such as tolls and parking charges, together "Additional Charges.")
 - b. Applicant agrees to pay a Service Fee of three dollars (\$3.00) for each ride.
 - c. Applicant further agrees to pay any and all applicable taxes, assessments or surcharges imposed now or in the future by any governmental or regulatory agency, including, but not limited to, the Black Car Operators Injury Compensation Fund.
 - d. FCS reserves the right to change or modify its transportation rates upon ten (10) days written notice.
2. Payment for services can be made by Check or Credit Card(s):
 - a. If the preferred payment method is Check:
 - i. The Credit Terms will be "Net 30 days."
 - ii. If payment for services is not received within thirty (30) days of the invoice date, the Applicant hereby authorizes FCS to charge the above credit card for services rendered along with a four percent (4%) processing fee.
 - b. If the preferred payment method is Credit Card:
 - i. The Applicant's signature below authorizes FCS to submit requests for payment to the credit card account(s) designated by the Applicant without the Applicant's signature.
 - ii. The Applicant will attach a copy of the designated credit card(s) (front and back) with this application.
 - iii. The Applicant accepts the responsibility to fulfill all financial obligations for credit card transactions that have been declined on the Applicant's behalf via the above credit card.
3. Any requests for billing adjustments must be submitted in writing within 10 days of the date of the invoice.
4. Applicant agrees to pay a late fee equal to 1.5% per month for all balances which remain unpaid thirty (30) days after the invoice date. If FCS refers Applicant's account to collection (including, but not limited to referral to a collection agency or attorney), Applicant agrees that in addition to the interest charges and late fees which may be due, Applicant will reimburse FCS for its actual cost of collection, including interest and late fees.
5. FCS reserves the right to discontinue service to Applicants with open balances which are more than 30 days old.
6. Pre-printed vouchers and/or FCS VIP cards are available upon request at no extra charge. Applicant acknowledges that Applicant is responsible for payment of all vouchers issued to the Applicant which are submitted by FCS for payment. Applicant agrees to keep FCS apprised of the names of all individual authorized to use the Applicant's account. Applicant must notify FCS, in writing, in the event that any of Applicant's vouchers or VIP cards are misplaced, lost or stolen, or if Applicant no longer wishes any VIP cardholder to use the account. Applicant is responsible for any unauthorized use of services if written notice is not received and acknowledged by FCS.

7. FCS shall not be responsible for any personal items left by Applicant or individuals authorized to use the Applicant's account in a FCS vehicle. Notwithstanding the foregoing, in the event that belongings are left in a vehicle, the Applicant or individuals authorized by the Applicant should notify FCS's Client Services, which will make every attempt to locate the lost items and return them to their rightful owner.
8. FCS shall not be responsible for any loss or damage arising out of delays occasioned directly or indirectly by Acts of God, or any other emergency or condition (including but not limited to traffic conditions and availability of drivers) beyond the control of the Company. Actual transportation services are provided by independent operators.
9. Applicant authorizes FCS to verify all information provided in connection with Applicant's application for service through a credit reporting agency.
10. All information provided to FCS in connection with this application will be kept strictly confidential.
11. FCS warrants to Applicant that all services rendered hereunder will comply with all applicable laws and will be performed by knowledgeable, qualified personnel in a professional manner consistent with industry standards and practices.
12. FCS has in place the following insurance policies: commercial general liability, excess liability, and for-hired, non-owned automobile liability. Copies of certificates of insurance will be made available to the Applicant upon request.
13. All FCS fleet members (drivers) are independent contractors who own and maintain their own vehicles. They are responsible for acquiring and maintaining an automobile insurance policy as mandated by NY State and the NYC Taxi and Limousine Commission (TLC). Copies of automobile insurance policies are available for review at FCS.
14. This agreement is made under and shall be governed by the laws of the State of New York. Any action or proceeding based on or relating to this Agreement shall be brought in the Courts of the State of New York, New York County. Applicant consents to jurisdiction of such courts and agrees that any process or other documents may be served upon Applicant by certified mail, return receipt requested, mailed to the customer at the address set forth above.

"I understand that First Corporate Sedans, Inc. may obtain a Credit Report about the Company mentioned above and that if the application is approved, First Corporate Sedans, Inc. may at any time in the future obtain additional Credit Reports to review the account. Please accept my signature as authorization to release information, regarding the Company mentioned above, to First Corporate Sedans, Inc."

Authorized Signature _____ Date _____

Print Name _____ Title _____

Company Name _____

Privacy
<p>First Corporate Sedans, Inc. is committed to privacy protection. All information provided in this form will be held in strict confidence. Relevant information will be stored in the Reservation System, to expedite the reservation process, ensure greater information accuracy and in turn quicker service. We only require information that is needed for safely processing your reservation and contacting you, if requested/needed, with reservation status updates and billing issues. You can help us ensure your privacy by not sharing any of your account related numbers with any individual. If you have any concerns, comments or complaints, be sure to contact us. Upon completion of one of these forms, you may receive promotional material from our sales department and your usage information may be analyzed as part of our standard business intelligence monitoring practices. Your personal information is not and will not be shared with any other party.</p>