

**CONTRACT NAME: AGREEMENT MICHAEL'S TRANSPORTATION  
SERVICES, INC. AND DAVIS JOINT UNIFIED SCHOOL DISTRICT**

**BRIEF DESCRIPTION OF CONTRACT:** This agreement provides round trip transportation for North Davis Elementary students and staff to Walker Creek Ranch for Outdoor Education from January 7, 2019 and to January 11, 2019.

**FISCAL IMPACT:** Donations fund the transportation.

## Michael's Transportation Service, Inc.

140 Yolano Drive  
 Vallejo CA 94589  
 Phone: (707) 643-2099  
 Fax: (707) 643-4454  
 Dispatch: (707) 643-2099  
 www.bustransportation.com



Number: 409309

From: barbaras@bustransportation.com

Sales Associate: Barbara Stangl

Order Date: 10/05/2018

Customer NO.: 292

Number of Vehicles: 1

DAVIS UNIFIED SCHOOL DISTRICT  
 526 'B' STREET  
 DAVIS CA 95616-

Pickup	Destination	Amount	Misc. Charges	Total
Monday 1/07/2019 Spot: 08:00AM Depart: 09:00AM		\$990.72		\$990.72

NORTH DAVIS ELEMENTARY  
 555 EAST 14TH ST  
 DAVIS CA  
 Return 1/07/2019  
 Vehicle Type: STORAGE BUS

WALKER CREEK RANCH  
 1700 MARSHALL-PETALUMA RD  
 PETALUMA CA 94952  
 Depart From Destination 1/07/2019

HILARY SPENCE - Mobile Number: 801-703-6181  
 Number of Passengers: 105  
 Number of Kids (Grades K-3)] none  
 [Number of Kids (Grades 4-12)] 100  
 [Number of Adults] 5  
 [Number of Passengers (Total)] 105

2 BUS MOVE - ONE WAY DROP - PICK UP GROUP ON JAN 11

\*\*NOTE - WE CAN PROVIDE A BUS WITH STORAGE IN THE UNDERCARRIAGE BUT WE CANNOT  
 GUARANTEE THAT ALL YOUR LUGGAGE WILL FIT.

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**Total: \$3,962.88**  
**Amount Paid:**  
**Balance Due: \$3,962.88**

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**CONTRACT TERMS**

*A 20% NON-REFUNDABLE deposit may be required to secure your reservation. Remaining payment is always due 10 (ten) business days prior to services rendered, unless other prior financial arrangements have been approved by Michael's Transportation Service, Inc.*

**1. PAYMENT TERMS:**

- A) Unless otherwise approved by Michael's Transportation Service, Inc., payment is due in FULL prior to your trip. Payment can be made via Check, Cash to driver, Purchase Order (PO), or Credit Card Authorization;
- B) If using a Purchase Order, please provide a copy of the actual Purchase Order prior to trip date.

**2. CANCELLATION POLICY: EFFECTIVE SEPT. 1, 2018**

- A. Cancellations made within 1-7 days of reservation date, 50% of total booking cost will be charged.
- B. Cancellations made on the day of your trip and or Cancel on the spot (Bus and driver dispatched) – 100% of total booking cost will be charged.
- C. Reservation are subject to cancellation if customer has not called to reconfirm the reservation prior to the trip.
- D. Cancellations due to weather can be rescheduled at no charge.

**3. OVERTIME POLICY:**

- A. Overtime charges will apply if actual return time exceeds contract return time.
- B. School Bus is \$80 per hour in increments of 15 minutes.
- C. Motor Coach, Limo Bus or Party Bus is \$100 per hour in increments of 15 minutes.

**4. OVERNIGHT STAY:**

- A. Customer is responsible for booking a Hotel room for driver(s) and ensuring the Hotel can provide parking for vehicle(s).
- B. Customer is responsible for sending a confirmation for Hotel to Michael's Transportation for driver(s), prior to trip.

**5. PARKING FEES:**

- A. Customer is responsible for any parking fees if deemed necessary.
- B. Pricing for parking vehicle is not included in price. Customer is responsible to pay for fees on-site.

**6. CLEANING & DAMAGE FEES:**

- A. Customer is subject to cleaning and/or damage fees if deemed necessary.
- B. Customer is responsible for ensuring the vehicle is clean prior to ending of trip(s).

**7. ALCOHOL POLICY:**

- A. No alcohol may be allowed without prior notice as to additional fees will be applied.
- B. No alcohol may be consumed by any persons unless all passengers are twenty-one (21) years of age.
- C. Michael's Transportation reserves the rights to refuse service if conduct of passenger(s) becomes hazardous or unsafe to other passenger(s) and driver.

**8. RUSH FEE:**

- A. Any reservation booked within 48 hours of trip date may be subject to a rush fee of \$100.

**9. GRATUITY:**

- A. Gratuity is not included in the price unless specified.
- B. Gratuity is Optional
- C. If you would like to add gratuity for the driver in advance, please let us know.

**10. DRIVER & CONTACT INFORMATION:**

- A. If requested, the assigned drivers name and work phone contact number can be provided. Driver information is not available till 2-3 business days prior to the trip. Direct contact with drivers is allowed after the driver has picked up your

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group. Drivers can not be contacted while they are driving.

**\*\*Michael's Transportation Service, Inc., is not responsible for any items left on the bus during or after trip(s)\*\***

Please sign this agreement and return via fax at {(707) 643-1906} confirm your trip, terms and conditions. Price is based on time and miles given when ordered. Final costs may be adjusted accordingly. Thank you for your business!

<b>CUSTOMER'S SIGNATURE</b>	<b>DATE</b>

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## CREDIT CARD AUTHORIZATION

DATE: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

CARDHOLDER'S NAME: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

FOR PAYMENT OF: \_\_\_\_\_

TRIP #: \_\_\_\_\_

INVOICE #: \_\_\_\_\_

CARD TYPE: (CHECK ONE) ☐ VISA ☐ MASTERCARD ☐ AMEX\* ☐ DISCOVER\* ☐ OTHER

\*3% Processing Fee on Total Amount. (AMEX and Discover)

CARD #: \_\_\_\_\_

CARD EXPIRATION DATE: \_\_\_\_\_

VERIFICATION CODE: \_\_\_\_\_

3 Digit Code on Back of Card

I agree to pay the above charge according to the card issuer's agreement. I understand that my signature on this contract will serve as my authorization on the credit charge slip. We appreciate your business!

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