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

**BRIEF DESCRIPTION OF CONTRACT:** This agreement is to provide bus transportation for North Davis Elementary School kindergarten field trip to the Sacramento Zoo on May 23, 2018.

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

Michael's Transportation Service, Inc.  
 140 Yolano Drive  
 Vallejo CA 94589  
 Phone: (707) 643-2099  
 Fax: (707) 643-1906  
 Dispatch: (707) 643-2099  
 www.bustransportation.com

# Confirmation



**Order Number:** 402991  
**From:** lesiew@bustransportation.com  
**Sales Associate:** Leslie Waters  
**Order Date:** 3/01/2018  
**Customer NO.:** 704  
**Number of Vehicles:** 1

**NORTH DAVIS ELEMENTARY**  
 555 14TH STREET  
 DAVIS CA 95616-

Pickup	Destination	Amount	Misc. Charges	Total
Wednesday 5/23/2018 Spot: 08:45AM Depart: 09:00AM		\$645.75		\$645.75

**NORTH DAVIS ELEMENTARY**  
 555 EAST 14TH ST  
 DAVIS CA  
 Return 5/23/2018 11:45AM  
 Vehicle Type: 84 PAC SCHOOL BUS

**SACRAMENTO ZOO**  
 3930 WEST LAND PARK DR  
 SACRAMENTO CA 95822  
 Depart From Destination 5/23/2018 11:00AM

kimberly chicolne - Mobile Number: 530-757-5475  
 Number of Passengers: 78  
 3 adults 72 children 5&6 years old

**Total:** \$645.75  
**Amount Paid:**  
**Balance Due:** \$645.75

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# Confirmation

Page 2



Order Number: 402991  
From: leslew@bustransportation.com  
Sales Associate: Leslie Waters  
Order Date: 3/01/2018  
Customer NO.: 704  
Number of Vehicles: 1

## 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:**

- A. Cancellations made less than 48 hours prior to your trip are subject to 50% charge.
- B. Cancellations made on the day of your trip are subject to a 100 % charge.
- 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 maybe 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 group. Drivers can not be contacted while they are driving.

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Order Number: 402991  
From: lesiew@bustransportation.com  
Sales Associate: Leslie Waters  
Order Date: 3/01/2018  
Customer NO.: 704  
Number of Vehicles: 1

**\*\*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!

CUSTOMER'S SIGNATURE 	DATE 3/14/18
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