

# Chicago Limousine Service

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## Personal Account Application

Thank you for choosing Chicago Limousine Service. Your Personal Account application is enclosed. Please take a little time to review the terms and to complete the application fully.

Once your [Preferred Charge Account](#) has been established, your account number will be mailed directly to you and you can begin immediately to enjoy the convenience and comfort which are the hallmarks of Chicago Limousine Service. Please issue your new account number only to those people whom you wish to extend UNRESTRICTED charge privileges with Chicago Limousine Service.

You will be responsible for all trips charged to your account number, so it is extremely important that you only give your account number to no one. We will never release your account number to anyone, under any circumstance. It is important that your reservations be made as "House Account", and that you know your account number. If you do not know the number, you will not be able to charge to your account.

We request that you notify us of cancellations at least **24 hours** prior to the scheduled pickup time, but we will accept cancellations up to one hour prior to pickup time. If you do not cancel, or cancel less than one hour prior to pickup time, you will be billed the minimum fare. The person canceling the reservation will be issued a cancellation number. Please be certain that they keep a record of that number. It is your proof of cancellation.

Our payment terms are: Net balance due upon receipt. All unpaid balances will incur a 1.5% finance charge after 60 days until paid. If you question a charge, please do so by phone or in writing within 30 days of the date of the trip.

### **Return your completed application:**

**By Mail to** Chicago Limousine Service  
5461 N. East River Rd, Suite 407  
Chicago, IL 60656.

**By Fax to** (773) 693-6331

Thank you again for choosing Chicago Limousine Service. If you have any questions, please contact our Accounting Department at (773) 693-5466. Please allow two (2) weeks for processing of your application.

# Chicago Limousine Service

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## Personal Account

### Personal Information Section

Name Social Security Number

Address

City State Zip Code

Home Telephone Number Home Fax Number

### Employment Information Section

Employer

Address

City State Zip Code

Office Telephone Number Office Fax Number

### Credit Reference Section

Credit Reference Account Number Phone

Credit Reference Account Number Phone

Bank Reference Account Number Phone

Address

City State ZipCode

I, the Undersigned, Authorize Release of Credit Information to Chicago Limousine Service.

Signature of Applicant

Date

**X**

DO NOT WRITE BELOW THIS LINE/FOR OFFICE USE ONLY