

ATTACHMENT TO CHARTER CONTRACT:

Thank you for selecting Upstate Transit of Saratoga LLC for your transportation needs. In order to make your travel as safe and pleasant as possible, please read and share this information with the group leaders and/or chaperones.

Rates, Itinerary & Payment:

- 1. The rate specified on your confirmation is based on information supplied to UPSTATE TRANSIT OF SARATOGA LLC at the time of booking and is subject to change based on actual usage of the vehicle during your trip. Rates are based on a combination of itinerary, miles, and/or time.
- 2. Due to the uncertainty in the Middle East and the possibility of fuel increases, UPSTATE TRANSIT OF SARATOGA LLC reserves the right to charge a fuel surcharge if crude oil prices increase.
- 3. Final payment is due, 30 days prior to departure. Please be advised that it is your responsibility to pay your balances on time or be subject to vehicle changes or cancellations. A full and detailed itinerary must be received and approved by our Safety Department no less than 15 days prior to departure. Return times are critical and must be adhered to as close as possible for driver and coach scheduling. Any changes to final itinerary will incur a \$20.00 fee.

Trip Policy:

- 1. Our vehicle will report to the prescribed pick up location at least 15 minutes prior to the requested departure time unless alternative arrangements have been made.
- 2. Passenger behavior is the responsibility of the booking party. Passengers must conduct themselves in such a manner as to not impede or distract the driver in the safe operation of the vehicle or to cause excessive wear and tear or damage to the vehicle. It is the passenger’s responsibility to put trash in the containers provided by UPSTATE. Group leader and/or charter party will be held responsible for any malicious damage to the vehicle during the charter. Fees may be assessed for extra clean up or damage.
- 3. UPSTATE TRANSIT OF SARATOGA LLC shall not be liable for items left on the coach, or loss of time due to mechanical failures or inclement weather. The group leader and/or charter party will be asked to sign a statement at the end of the trip indicating that there is no damage and no items left behind.
- 4. Allowing food and beverage on board the coach is a privilege granted by UPSTATE and may be rescinded at the discretion of the driver. ONLY personal size coolers, small enough to fit UNDER the seat in front of you will be allowed. No glass will be allowed onto the coach. Please use cans and plastic containers. The consumption of alcohol on board is prohibited.
- 5. All baggage and personal property will be handled and carried only at passenger’s own risk and only in the amount that can be conveniently carried in the coach. Upstate Transit of Saratoga LLC is not responsible for loss or damage of luggage, its contents or other personal property during transport or while loading or unloading.
- 6. We cannot guarantee the assignment of requested drivers or coaches, but will work towards that means. All driver requests must be made in writing. There is a space on your contract to write the drivers name.
- 7. The video player is run exclusively by Driver employed by UPSTATE TRANSIT OF SARATOGA LLC. You may bring your own videos but must give them to the driver to be loaded. At no time should any passenger handle the video compartment.
- 8. UPSTATE TRANSIT OF SARATOGA LLC reserves the right to lease equipment from other companies in order to fulfill this agreement.
- 9. UPSTATE TRANSIT OF SARATOGA LLC will strictly enforce a NO SMOKING policy on board our vehicles at all times. We will be pleased to stop at reasonable intervals, at sites appropriate for a motorcoach, to allow passengers to disembark and smoke.
- 10. Confirmed orders are subject to a \$125.00, per bus, per day, cancellation fee if canceled with less than 30 days notice. No refunds or credits for trips or coaches canceled with less than 48 hours notice. This charter is subject to cancellation if payments are not received by the due date.

Please sign one copy of this confirmation and return it with your deposit to acknowledge acceptance of this agreement. We must receive your signed confirmation and deposit within 10 days of the “Date Ordered” in order to continue holding your reservation. Reservations cannot be guaranteed beyond 10 days without a signed confirmation unless billing arrangements have been approved by UPSTATE TRANSIT OF SARATOGA LLC

Customer Signature _____ Date _____

SMOKING IS NOT ALLOWED ON ANY OF OUR MOTORCOACHES!