



849 Copp Hollow Road • Wellsboro, PA 16901  
570-723-7777

### SPECIAL EVENT CONTRACT

(Instructions for filling out form: Please Print legible information at top of contract and sign contract. Print names for Passenger List and Return Contract and Passenger List to Tony's Tioga Trolley Tours at least 2 weeks before event with Deposit. If paying by check for Balance Due, check must be received 2 weeks before event.)

Event Day \_\_\_\_\_ Event Date \_\_\_\_\_

Number of Hours: \_\_\_\_\_, from \_\_\_\_\_ (am/pm) - \_\_\_\_\_ (am/pm)

Number of Passengers \_\_\_\_\_ (Trolley is limited to 20 person capacity)

Full Name of Reservation: \_\_\_\_\_

Company (if applicable): \_\_\_\_\_

Name of Contact Person and Phone Number: \_\_\_\_\_

Initial Pick-up Address: \_\_\_\_\_

Destination  
Address: \_\_\_\_\_

Other details or information: \_\_\_\_\_

(Check Here  if Attaching Additional Sheets of Information you Believe Necessary to Serve You Best)

|                                 |         |   |   |             |
|---------------------------------|---------|---|---|-------------|
| Charge for Rental of Trolley \$ | 6 – 10  | — | \$ 25.00  |             |
|                                 | 11 – 15 | — | \$ 20.00  |             |
|                                 | 16 – 20 | — | \$ 15.00 per Hour @   | _____ Hours |
|                                 |         |   | <b>Total</b>  | \$ _____    |
|                                 |         |   | <b>Less \$100 Non refundable Deposit</b> to Reserve Vehicle and Date  | \$ _____    |
|                                 |         |   | <b>Balance Due</b> in Cash at the Start of the Event on the Event Day | \$ _____    |

- ◆ To pay deposit by check, mail form and check to 849 Copp Hollow Road, Wellsboro, PA 16901. (There is a \$25.00 charge for returned checks.)
- ◆ We must receive your fully completed contract and deposit before a vehicle is considered reserved.
- ◆ Cancellations must be received no later than 2 weeks before the scheduled pick up time to avoid the balance due.
- ◆ If you want to pay the balance due by check, it must be received no later than 2 weeks before the scheduled pick up time. Otherwise, the balance due must be paid in cash.
- ◆ Signature of Contact Person is necessary to complete this contract. Contact Person must be over 18 years of age.

Signature of Contact Person: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



## CHARTER RULES

YOU ARE A VALUED CUSTOMER OF TONY'S TIOGA TROLLEY TOURS (TTTT) AND WE WANT YOU TO ENJOY YOUR USE OF OUR VEHICLE. WE JUST WANT TO ENSURE THAT THE INTEGRITY OF OUR VEHICLE IS MAINTAINED FOR FUTURE BUSINESS.

**Therefore, these rules apply to all charters (special events, weddings, proms, etc) provided by TTTT without exception. In addition to the rules on page 1 of the contract.**

1. TTTT agrees to provide the designated vehicle and a driver at the time, date and location specified on the contract.
2. Unless specified on the contract, request for additional hours will be provided only if the vehicle is not scheduled for other work. **The charge for additional hours will be at \$45/ half-hour. This will be paid in cash on the day of event date.**
3. Number of passengers allowed in the vehicle shall be no more than specified number in contract or limited to the vehicle passenger capacity it is designed to carry.
4. TTTT and TTTT employees are NOT responsible for any unattended, forgotten, left, lost, damaged or stolen articles in the vehicle at any time.
5. The sale or use of ILLEGAL DRUGS or smoking in the vehicles is strictly forbidden. Also, alcohol possession or consumption by minors is strictly forbidden. There will be no standing in the aisle or hanging out of the windows. TTTT reserves the right to immediately terminate service without any refund to any party or person(s) who violates these rules.
6. TTTT is not responsible for delays caused by weather, traffic conditions, mechanical problems, airlines and/or airport problems, automobile accidents caused by others or acts of God.
7. Customer may not attach or affix anything to the interior or exterior of the vehicle without prior permission from TTTT management.
8. Customer accepts full responsibility for vehicle damage or special cleaning, and any loss of income due to negligence or carelessness caused by any member of customer's group, or customer (examples: vehicle damages caused from smoking, burns, vomiting, scratches, broken glassware, stains, wrestling in vehicles, kicking windows/mirrors, and etc.) and authorizes TTTT to charge the contact person for expenses regardless and in addition to any prior understandings and agreements. These charges are necessary due to the high cost of cleaning and the revenue and time lost because the vehicle cannot be used. Customer agrees to pay for damages within seven days from the event date. Customer agrees to pay for any collection expenses and/or attorney fees and costs associated with TTTT's collection efforts.
9. FAILURE OF CUSTOMER TO COMPLY WITH THESE RULES AND REGULATIONS WILL RESULT IN TERMINATION OF SERVICE, REQUIRING PAYMENT IN FULL WITH NO REFUND.



# PASSENGER LIST

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

(Instructions: Please Print Names of Passengers and Return)

Driver: Tony Yeager Assistant: \_\_\_\_\_  
(Supplied by TTTT)

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_
- 11. \_\_\_\_\_
- 12. \_\_\_\_\_
- 13. \_\_\_\_\_
- 14. \_\_\_\_\_
- 15. \_\_\_\_\_
- 16. \_\_\_\_\_
- 17. \_\_\_\_\_
- 18. \_\_\_\_\_
- 19. \_\_\_\_\_

