



SPECIAL EVENT AGREEMENT

Instructions for Completing This Agreement:

- *Please print all information legibly at the top of this contract and sign where indicated.*
- *A completed passenger list must be submitted along with this agreement.*
- *The signed agreement and passenger list, along with the required deposit, must be returned to Tony's Trolley Tours no later than two (2) weeks prior to the event.*
- *If paying the remaining balance by cash, payment will be due at the start of the event*

EVENT DETAILS

- **Event Date:** _____
- **Event Time:** From _____ (AM/PM) to _____ (AM/PM)
- **Number of Passengers:** _____ (Maximum capacity: 20 passengers)
- **Rental Rate:** \$185.00 per hour (Minimum rental: 3 hours)

RESERVATION INFORMATION

- **Full Name of Reservation:** _____
- **Company (if applicable):** _____
- **Primary Contact Name & Phone Number:** _____
- **Initial Pick-Up Address:** _____
- **Destination Address:** _____
- **Additional Details or Special Requests:** _____

(If additional sheets are necessary, please check here: and attach relevant information.)

PAYMENT TERMS

- **Total Rental Fee:** \$ _____
- **Deposit Required:** \$100.00 (Non-refundable)
- **Final Balance Due:**
 - If paying by check, the balance must be received no later than two (2) weeks before the event.
 - If paying in cash, the balance is due at the start of the event.

Payment by Check:

Make checks payable to Tony's Trolley Tours and mail to:
T.T.T., 11954 Rt. 6, Wellsboro, PA 16901

(There is a \$50.00 fee for returned checks.)

TERMS & CONDITIONS

1. **Reservation Confirmation:** A vehicle is not considered reserved until the signed contract and deposit have been received.
 2. **Cancellation Policy:** Cancellations must be made no later than two (2) weeks before the scheduled event to avoid full balance charges.
 3. **Additional Time:** If additional hours are requested on the event day and the vehicle is available, an additional charge of \$62.50 per half-hour will apply, payable in cash at the time of service.
 4. **Passenger Limit:** The number of passengers must not exceed the maximum capacity of 20.
 5. **Lost or Forgotten Items:** Tony's Trolley Tours is not responsible for any lost, stolen, or forgotten items left in the vehicle.
 6. **Prohibited Activities:**
 - The use or possession of illegal drugs is strictly forbidden.
 - Smoking/vaping inside the vehicle is prohibited.
 - Alcohol consumption by minors is strictly forbidden.
 - Standing in the aisle or leaning/hanging out of windows is not permitted.
 - Violation of these rules may result in immediate termination of service without refund.
 7. **Delays & Liability:** Tony's Trolley Tours is not responsible for delays caused by weather, traffic, mechanical issues, airline delays, or unforeseen circumstances.
 8. **Vehicle Decorations:** No decorations or objects may be affixed to the vehicle's interior or exterior without prior approval.
 9. **Damage & Cleaning Fees:**
 - The customer is responsible for any damage or excessive cleaning required due to negligence or misconduct.
 - Charges may include, but are not limited to, burns, stains, broken glass, and excessive mess (e.g., vomiting).
 - Any assessed fees must be paid within seven (7) days of the event.
 - The customer agrees to cover any legal or collection fees incurred by Tony's Trolley Tours in pursuit of outstanding charges.
 10. **Failure to Comply:** Non-compliance with these terms will result in termination of service without refund.
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SIGNATURE & AGREEMENT

By signing below, I acknowledge that I have read, understood, and agree to the terms and conditions outlined in this agreement.

Contact Person Signature: _____

Printed Name: _____

Date: _____

Passenger List: (Please attach a separate sheet if necessary.)