

# ACCOUNT APPLICATION

## Instructions

Thank you for expressing your interest in establishing an account with Elite Limousine Plus.

Complete your application in just four easy steps:

1. Fill out the account application with your company information.
2. Sign the form electronically.
3. Save the PDF file.
4. Email the file to us at **[customer\\_service@eliteny.com](mailto:customer_service@eliteny.com)**.

A customer service representative will contact you within 48 hours regarding the status of your application.

If you have any questions regarding your application, please feel free to contact us at **[customer\\_service@eliteny.com](mailto:customer_service@eliteny.com)** or call us at **718-472-2300**. Our business office is open Monday through Friday **9:00 AM to 5:00 PM EST**.

Thank you for considering Elite Limousine for your transportation needs. We look forward to serving you soon.



## Contact

### Business Office

**[customer\\_service@eliteny.com](mailto:customer_service@eliteny.com)**

Accounts, Billing or General Enquiries

**Phone:** +1 718 472-2300

**Fax:** +1 718 472-2255

**Monday - Friday | 9am to 5pm**

### Reservations

**[reservations@eliteny.com](mailto:reservations@eliteny.com)**

Book a ride or updates

**Phone:** +1 718 472-2000

**Phone:** +1 800 472-1123

**Monday - Friday | 24 hours / 7 days a week**

### Office Address

**3272 Gale Ave**  
Long Island City, NY 11101

Mailing Address

**PO box. 1588**  
Long Island City, NY 11101

New Account

Update

Revision Account Number.....

# ACCOUNT APPLICATION

## & TRANSPORTATION SERVICES AGREEMENT

Form date: 02-07-2025

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www.EliteNY.com

Business Office: 1-800-472-1123

Mon-Fri: 9 am - 5 pm ET

CSR-ID: 

CUSTOMER INFORMATION						
Address	Company Name					
	OR					
	Personal Acct Name					
	St.#& Name					
	Suite / Floor					
City /Town			State			
Country			Zip Code			
EIN / SSN						
DUNS Number						
Contact Name						
Title						
Office Phone	Country Code		Tel#			
Mobile / Cell #	Country Code		Tel#			
Fax Line	Country Code		Fax#			
Email						
Business Type						
Est. Annual Usage (\$)			# of Employees			
Web Address						
Gratuity	None	5%	10%	15%	20%	

ACCOUNT TYPES(Please select A, B or C)					
<b>A : Corporate Charge Account:</b> Direct Bill   Billed Weekly					
<b>Payment Options:</b> Check    EFT    Credit Card Settlement <small>(Settled by credit card on our payment website)</small>					
<b>B : Corporate Credit Card Account</b>					
<b>Payment Options:</b> (Credit Card fees may apply)					
<b>Credit Card Total Account:</b>					
<ul style="list-style-type: none"> <li>One Corporate Credit Card on file for all employees.</li> <li>Total charges settled at the end of billing cycle.</li> </ul>					
<b>Credit Card Individual Account:</b>					
<ul style="list-style-type: none"> <li>Unique credit card for each employee.</li> <li>Settled on each ride on a daily basis.</li> </ul>					
<b>C : Small Business, Professional or Personal Account</b>					
<b>Payment by Credit Card only:</b>					
<ul style="list-style-type: none"> <li>On personal accounts credit card information must be on file.</li> <li>Settled on each ride on a daily basis.</li> <li>Credit card fees and limits may apply.</li> </ul>					

SECURITY OPTIONS(Please select the desired Security Option)					
<b>A Open Account:</b> (Elite does not recommend this option)					
<ul style="list-style-type: none"> <li>Service provided to anyone with your account number.</li> </ul>					
<b>B Pre-Approved Profiles Only:</b>					
<ul style="list-style-type: none"> <li>Your account manager will authorize new profile requests or cancellations.</li> </ul>					
<b>C Validation Account:</b>					
<ul style="list-style-type: none"> <li>Passing validation is required to obtain service.</li> <li>Validation customized for your account.</li> <li>Validation tables/data/password updated on daily, weekly or monthly cycles as required.</li> </ul>					

CREDIT CARD INFORMATION - CORPORATE, PERSONAL					
Address	Credit Card Type	Amex	Visa	MasterCard	Discover
	Credit Card Number				
	Expiration Date				
	Name on the Card				
	St.#& Name				
Suite / Floor					
City /Town			State		
Country			Zip Code		

**For Personal Accounts please provide :**

- Copy of the front and back of the credit card and
- Proof of ID.

Card Holder's Signature	
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NON-PROFIT STATUS					
Please provide a copy of the exemption certificate					

ADDITIONAL INFORMATION					
How did you hear about Elite Limousine PLUS, Inc.?					
Is your organization affiliated to an existing Elite Limousine PLUS, Inc. Client? If yes, please explain.					

CREDIT REFERENCES					
Reference # 1	Organization Name				
	Contact Name				
	Email				
	Telephone #	Country code		Tel#	
Reference # 2	Organization Name				
	Contact Name				
	Email				
	Mobile / Cell #	Country Code		Tel#	

**TRANSPORTATION SERVICES AGREEMENT**

1. This Transportation Services Agreement is executed between the company (aka, customer), as identified on page 1 of this application, and Elite Limousine PLUS, Inc. (Elite).
2. The customer hereby authorizes Elite to conduct a credit assessment on the customer through Dun & Bradstreet or other credit rating agencies, as part of the process for Elite to provide credit in connection with these services.
3. The client acknowledges that billing for any services rendered by Elite will be determined by the rates outlined in the Elite Rate Book or as mutually agreed upon by both parties. Elite retains the authority to modify the rates or specific components there in with a notice period of 10 days to the customer.
4. In addition to the base fare, the customer agrees to cover all extra charges, which may include, but are not limited to, Credit card fees, waiting fees, tolls, additional stops, service fees, fuel surcharge, and any applicable state or local taxes or surcharges. Detailed descriptions and schedules of these extra charges can be found in the Elite Rate Book.
5. Both parties concur that GPS logs, encompassing vehicle location and wait time data, are a valid foundation for addressing billing discrepancies.
6. For direct-bill corporate charge accounts, unless agreed otherwise, all invoices are submitted on a weekly basis.
7. Payment for our Elite service is expected within 15 days of the invoice date. Any delayed payments will incur a monthly interest charge of 1%, as stipulated in our terms.
8. Credit card account transactions are settled daily or weekly.
9. Elite shall reserve the privilege to halt services for the customer if, after providing prior notice, the customer fails to adhere to any clauses or stipulations outlined in this agreement, and fails to meet the payment terms.
10. If Elite opts not to pursue a remedy for one or more violations, this shall not be considered a waiver of Elite's rights to seek the same remedy at a later date.
11. The Customer agrees and acknowledges that neither Elite nor the franchisee shall be responsible in any way for any packages, parcels, suitcases, briefcases, or items handed over to the driver, left in, lost, or stolen from the car.
12. The customer acknowledges that Elite has relied on the statements made by the customer in this agreement to provide service and establish credit terms. The customer must promptly notify Elite of any changes in the information within this agreement.
13. This Agreement shall be considered a contract formed under the laws of the State of New York and shall be interpreted and regulated by the laws of New York State.
14. If Elite engages legal counsel or a collection service to recover any outstanding payment(s) owed by the Customer or to enforce any provision(s) within this Agreement, the Customer hereby undertakes to cover all reasonable legal fees, costs, expenses, and disbursements, encompassing actions undertaken before, during, and after the commencement of legal proceedings. This obligation extends to situations where legal counsel is engaged without actual litigation.
15. Both parties hereby consent that the delivery of any legal documents or notifications, whether for litigation or other purposes, via conventional first-class mail, courier service, fax, email, or certified mail, shall be legally equivalent to personal service within New York State, effective on the date of dispatch.
16. This Agreement represents the comprehensive understanding between

the involved parties, consolidating all prior understandings, discussions, and agreements. This contract cannot undergo alteration unless it is formally documented in writing and is consented to and signed by all the parties involved.

17. The customer assures that all information provided herein is entirely accurate, authentic, and free from any misrepresentation. Moreover, the customer commits to full compliance with the stipulated terms, conditions, and covenants, involving the customer, their officers, directors, agents, and employees.
18. All Elite Limousine PLUS, Inc. fleet members (franchisees) are independent contractors who own and upkeep their vehicles. They are accountable for procuring and upholding an auto insurance policy, as required by the New York State and the NYC Taxi and Limousine Commission (TLC). Copies of auto insurance certificates are accessible for examination at Elite's office.

**Submitted by:**

*By signing below the customer agrees to the above terms and conditions.*

Customer Name: \_\_\_\_\_

Full Name \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Dated \_\_\_\_\_

Once accepted by Elite and an account number is assigned to the customer, this document becomes a legal agreement.

.....  For Elite use only  .....

**Accepted by:**

*Accepted by Elite Limousine PLUS, Inc*

Assigned Account Number: \_\_\_\_\_

Full Name \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Dated \_\_\_\_\_

**ELITE LIMOUSINE PLUS, INC.'S PRIVACY STATEMENT**

Elite Limousine PLUS, Inc. is dedicated to safeguarding your privacy. All details provided in this form will be treated with the utmost confidentiality. Relevant data will be securely stored in our Reservation System, streamlining the booking process, enhancing information precision, and ensuring faster service. We only request essential information necessary for processing your reservation securely and for updates on reservation status and billing. Protect your privacy by refraining from sharing account-related information. Should you have any concerns, comments, or complaints, please don't hesitate to reach out to us. After submitting this form, you may receive promotional material from our sales team, and your usage data may be analyzed as part of our standard business intelligence monitoring practices. Rest assured, your personal information will not be shared with any third party.