



**SHUTTLE AND TOUR RULES AND REGULATIONS**

- 1) Objectionable Persons** - Carrier reserves the right to refuse to transport person(s)
  - a) Under the influence of intoxicating liquor or drugs;
  - b) Incapable of taking responsibility and/or care of himself or herself; iii) Conduct most likely to become belligerent and discomforting to passengers.
- 2) Baggage**
  - a) Baggage will not be checked.
  - b) Personal baggage, musical instruments, athletic equipment, and other paraphernalia limited to vehicle capacity will be transported in passenger custody at no additional charge.
    - i) Carrier assumes no responsibility or liability for baggage.
- 3) Cleaning Charge**
  - a) If, based on Carrier's opinion, any passenger(s) so foul(s) the vehicle as to render it be in particular dirty condition, a cleaning charge of \$50.00 will be charged against the passenger(s).
- 4) Damage Charge**
  - a) Vehicle is inspected by Carrier prior to each trip.
  - b) Any damage to seats, windows, or other equipment and/or vehicle part(s) caused by any passenger(s) shall be the responsibility of the passenger(s), and the cost of repairs for such damages shall be paid by the passenger(s).
- 5) Liability**
  - a) Carrier does not guarantee to arrive or depart from any point at a specified time, but will endeavor to maintain schedule. Exceptions to Carrier liability:
  - b) Act of God, public enemies, authority of law, quarantine, navigation perils, riots, strikes, state of war hazards and dangers, accidents, breakdowns, bad road conditions, storms and other conditions beyond carrier control make, in carrier's opinion, inadvisable to conduct scheduled operations.
  - c) Carrier and/or designated parking lot property owner is not held liable for vehicles left at designated parking lots before, during and after shuttle and/or tour services date and/or hours.



# Sunshine Shuttle & Tour Service, LLC

## 6) Tolls, Fees and Special Charges

- a) The charges herein do not include bridge, ferry, tunnel or highway tolls entrances fees or charges for special licenses or permits.
  - i) Exception: ferry related fees in association with a particular tour event, and additional charge will be assessed for the cost.

## TOUR SHUTTLE SERVICE SCHEDULING AND PAYMENT PROCEDURES

### 1) Tour Shuttle Scheduling Requirements

- a) Minimum number of weeks' notice: 4
- b) Minimum number of tourists required for booking: 5.
- c) Establishing tour group maximum touring time. Tour time starts and ends at tour site(s).
- d) Establishing tour group pick-up/drop-off point. Washington, DC metropolitan area only.

### 2) Wait Time Fee and Payment Arrangements

- a) Wait time fee may apply after agreed upon *touring time* has ended.
- b) Wait time fee: \$10 per hour.
- c) Wait time fee example: tour group agreed upon touring time: 4 hours.
  - i) Wait time fee will be charge after the 1st 4 hours.
- d) Wait fee payment is due at time realized during the tour.

### 3) SS&T Tour Shuttle Fee Payment Arrangements

- i) Minimum down payment: 40% of shuttle fee quoted.
- ii) Minimum down payment due date: 2 weeks after tour date is scheduled.
- iii) Balance due date: on or before tour date.

### 4) Tour Places and Events Payment and Scheduling

- a) Additional fees may apply based on tour site(s) visited.
  - i) Payment and scheduling process: to be determined by individual tour site(s)
- b) Responsible party: tour group through a coordinated effort the tour group leader.



## **TOUR SHUTTLE SERVICE PLACES AND EVENTS DISCLOSURE**

The places and events identified in this booklet is for our clients' enjoyment, only. Individual tour sites selected, do not represent any agreed upon partnership between SS&T Service and owner(s) and/or management team of tour sites in this tour booklet. Sunshine Shuttle & Tour Service, LLC has **NO** invested interest in the places and events identified in this tour booklet in any respect known or unknown, financially, legally, personally and/or professionally.

## **TOUR AND SHUTTLE PAYMENT, REFUND AND CANCELLATION POLICIES**

### **1) Payment Process**

- a) Payment of all charges and fees shall be the responsibility of the person(s) or organization chartering the van.
- b) Carrier reserves the right to collect payment in advance.
- c) Payment methods includes: cash, money order and cashier checks.

### **2) Shuttle Services**

- a) Service date rescheduling
  - i) Shuttle services can be rescheduled at no additional charge.  
(1) Availability of rescheduled date request is not guaranteed.
- b) Cancellation 48 hours or more prior to scheduled shuttle date
  - i) Shuttle fee is refunded.
- c) Cancellation within 48 hours prior to scheduled shuttle date
  - i) Shuttle fee payment in part or whole is forfeited.

### **3) Private Event and Tour Shuttle Services**

- a) Service date rescheduling
  - i) Shuttle services can be rescheduled at no additional charge.  
(1) Availability of rescheduled date request is not guaranteed.
- b) Cancellation 48 hours or more prior to scheduled shuttle date
  - i) Shuttle fee is refunded.
- c) Cancellation within 48 hours prior to scheduled shuttle date
  - i) Shuttle fee payment in part or whole is forfeited.

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