



AFC Corporate Transportation

15734 Aldine Westfield Rd.
(713) 988-5466

Houston, Texas 77032
Fax (832) 601-0955

AFC Affiliate Agreement

This agreement, made this ____ day of _____ 20__ between AFC Corporate Transportation whose address is 15734 Aldine Westfield, Houston, Texas 77032, (hereinafter referred to as the "Companies"), and _____ whose address is _____ (hereinafter referred to as the "National Affiliate").

This agreement will become effective _____ and shall expire on _____. This agreement will automatically renew every year unless a new agreement has been made. The National Affiliate agrees to provide limousine and/or transportation services to clients of Companies under the following terms and conditions:

SERVICES

1. National Affiliate shall confirm reservations/faxes within two (2) hour period via fax, e-mail or by phone. When confirming, affiliate will advise Companies of extra ordinary items, i.e., garage time or special pick-up procedures.
2. National Affiliate shall have driver on location fifteen (15) minutes prior to the confirmed reservation time.
3. National Affiliate shall have their driver make contact with the passengers at pick up location other than and airport.
4. National Affiliate shall have their stretch limousine stocked with ice, water and soda.
5. National Affiliate shall provide baby or toddler seat when requested.
6. National Affiliate shall maintain an acceptable standard of service. All chauffeurs shall be in uniform (dark suit, white shirt and tie) and all vehicles shall be clean and in good working condition.
7. National Affiliate shall have English speaking driver assigned to our orders.
8. National Affiliate shall be responsible for updating arriving flights either public or private before dispatching vehicle.
9. National Affiliate shall have their driver use an AFC sign with the passengers last name and first initial when doing an airport or hotel pickup.
10. National Affiliate shall honor a two (2) hour cancellation policy with no charge. Late cancellation shall be billed at a minimum.
11. National Affiliate shall notify Companies for no shows, incidents or problems as they occur immediately.
12. All client requests for additional services, other than those services originally booked through Companies, must be approved by Companies. No approval means no pay.
13. National Affiliate shall be responsible for compensating clients for inconvenience due to errors on an equitable, case by case basis.
14. National Affiliate shall provide a copy of insurance naming Companies as an additional insured.
15. National Affiliate shall provide a copy of permit or license to operate as a limousine transportation company.
16. National Affiliate shall not subcontract work for Companies clients.
17. National Affiliate shall not solicit from Companies clients.
18. National Affiliate shall not disclose any information about Companies clients.

BILLINGS

1. National Affiliate shall bill Companies at rates negotiated in the Affiliate Application.
2. Rates shall be valid for a period of twelve (12) months.
3. National Affiliate shall return request for charges no later than twenty-four (24) hours from receipt.
4. National Affiliate must have a purchase order, trip ticket confirmation # reference on their mailed invoice to expedite payment.

PAYMENTS

1. All payments will be made forty-five (45) days from the date we receive your submitted invoice.
2. Payments will be made by check or credit card.

National Affiliate shall conduct business in accordance with all laws and regulations promulgated by the State of Texas in the United States of America. In accordance with all laws regarding limousine/transportation services, including all licensing requirements.

If any provision in this agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

Any notices to be given hereunder by either party to the other may be effected either by personal delivery in writing or by mail, registered or certified, postage prepaid with return receipt requested.

This agreement supersedes any and all agreements, either oral or written, between the parties hereto with respect to the rendering of services by National Affiliate for Companies and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. This agreement is not binding and can be terminated anytime as long as involved companies are notified in writing.

This agreement will be governed by and construed in accordance with the laws of the United States of America.

Executed @ AFC Corporate Transportation, Houston, Texas, on the date and year written above.

Affiliate Application

Sub Contractor – Affiliate Application

Company Information

Company Name: _____
 Company Address: _____
 Years in Business: _____
 Federal ID Number: _____
 President / Owner: _____
 Operations Manager: _____
 Emergency Number: _____ Fax# _____
 Contact Number: _____
 Contact Email: _____ Reservation Email: _____
 Web Address: _____

Fleet

<u>Vehicle Type:</u>	<u>Average Age:</u>	<u>Number in Fleet:</u>	<u>PUDO</u>	<u>Rates (Hourly)</u>
<i>Sedans</i>				
<i>Mercedes</i>				
<i>Sport Utility</i>				
<i>Passenger Vans</i>				
<i>Luggage Van</i>				
<i>Stretch</i>				
<i>Stretch SUV</i>				
<i>Limos (Stretch)</i>				
<i>SUV's</i>				
<i>Minibuses</i>				
<i>Limo Buses</i>				
<i>Mini Coach</i>				
<i>Motor coaches</i>				
<i>Others</i>				

Are your Vans/Buses ADA Equipped? Y\N
 Do you allow smoking in your vehicles? Y\N
 Where do you meet the passengers on airport pick ups? _____

 Do you have an airport rep service? _____ If yes, what is the rate? \$ _____

Hours of Operation

Is your Dispatch Available 24hours\7days? Y\N
 Are you're Drivers Available 24hours\7days? Y\N
 Do you have On-Line Reservations? Y\N

Drivers

Do you perform Criminal Background Checks on Drivers? Y\N
 Do you Drug Test your drivers? Y\N
 Do you require Defensive Driver Training? Y\N
 Any further Driver Training, please provide details.

References:

- 1.)
- 2.)
- 3.)

AFC Affiliate Signature

Company Affiliate Signature

Date:

Date: