

附駕駛行程預約單

**一、訂購人 / 聯絡人**

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| **訂購人** |  | **聯絡電話** |  | **市話/傳真** |  |
| **聯絡人** |  | **聯絡電話** |  | **訂購日期** |  |
| **其他聯絡方式** |  |

**二、車型**

|  |  |  |  |
| --- | --- | --- | --- |
| **□國產 2000 CC高級轎車** | **□進口轎車系列** | **□九人座休旅車系列** |  **□指定車款** |

**三、旅行人數及行李**

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| --- | --- | --- | --- | --- | --- |
| **總人數** |  | **行李件數** |  | **其他備註** |  |

**四、日期及出發時間與地點**

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| --- | --- | --- | --- | --- | --- |
| **包車日期** |  | **到** |  | **行程天數** |  |
| **出發時間** |  | **地點** |  |

**五、行程內容**

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| --- | --- | --- |
| **日期** | **機場/景點/住宿飯店** | **地址/備註** |
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**六、行程費用**

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| --- | --- | --- | --- | --- | --- |
| **總費用** |  | **訂金** |  | **尾款** |  |
| **付訂方式** |  | **付訂日期** |  | **尾款收費方式** |  |
| **逾時費用** |  | **實收金額** |  | **顧客簽名** |  |

**七、司機資訊**

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| --- | --- | --- |
| **司機姓名** | **連絡電話** | **車牌號碼** |
|  |  |  |

**八、備註**

**※行程費用包含過路費、停車費、油資、司機費用、高額平安險及乘客險，僅乘客之必要入園費及**

 **餐費自理。**

**※每日行程時數9小時，超過9小時未滿10小時不計費，超過第10小時則每小時加收600元。**

 接洽人員 製表人員 收訂人員 排趟人員 簡訊發送 結帳人員