



## Personal Account Form

Please fill in the following:

First Name	Billing Address
- _____	Street - _____
Last Name	
- _____	City - _____
Fax Number (optional)	Province - _____
(_____) _____	Postal Code - _____
Phone Number	Email Address
(_____) _____	- _____

## Account Options

Invoicing Types (select an option)

Option 1 (**Basic Invoicing**) (Administration Fee 5%)

→ ☐

- You will receive an invoice emailed to the E-mail address you have provided.

Option 2 (**Detailed Invoicing**) (Administration Fee 10%)

→ ☐

- You will receive an invoice & detailed trip list emailed to the E-mail address you have provided.

The detailed trip list (for every completed trip during that month) will have the following: Date & Time, Pick-up Location, Drop-off Location and Trip Total.



## Payment Method

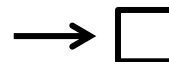
All personal accounts can only be set up with credit card as method of payment.

In order to activate the account, a minimum down payment of \$500.00 must be applied to the account. The down payment can increase depending on how much usage the account will have during a one-month period (this will be determined before the account is set up).

This down payment will be used towards your last month's invoice.

(Please refer to the Terms & Conditions page of this Application for more details)

### Option 1 (Credit Card)



(Please fill in the "Credit Card Form" below)

By checking this you will be authorizing/allowing Soo Yellow Cab to manually charge the amount owing to Soo Yellow Cab directly from your credit card. If payment doesn't go through for any reason, your account with Soo Yellow Cab will be suspended.

It will be the applicant's responsibility to update Soo Yellow Cab with new credit card information.

## Credit Card Form

Please fill out the following information:

Name on Credit Card	Credit Card Number
- _____	- _____
Credit Card Expiry	Security Number
- ____ / ____	- _____
Signature	
- _____	



## **Account Parameters**

All accounts are opened accounts (unless you set your parameters).

Without any specifications, anyone booking under your account will be subject to payment.

In order to rectify this, use the area below to list any parameters. For personal accounts, you can set a password so only yourself can book on the account. Every time you book a taxi, dispatch will ask for this password.

<hr/> <hr/> <hr/> <hr/> <hr/>
-------------------------------

Once you have completed the application form simply use whatever option best suits you below.

**By Mail**

Soo Yellow Cab  
89 White Oak Drive East  
Sault Ste. Marie, Ontario  
P6B-4J7

**By Fax**

705-942-0004

**By Email**

sooyellowcab.rob@gmail.com

Office use only: Account Auth. \_\_\_\_\_ Date: \_\_\_\_\_ Account # \_\_\_\_\_



## **Terms & Conditions**

I **"New/Existing Applicant"** agree to the following terms and conditions:

1. Applicant certifies that all the information in this Application is true and correct.
2. Applicant agrees that unless otherwise mentioned in "Account Parameters", the applicant is responsible for all charges on the Applicant's account with Soo Yellow Cab.
3. Applicant understands that the account will be labeled as "Suspended" when an invoice can't be processed on the credit card.
4. When an applicant's account is labeled as "Suspended", a "Late Charge" of 2% compounded monthly will be added to the outstanding balance.
5. The Applicant must pay any and all costs of collection (including without limitation reasonable attorney's fees) incurred by Soo Yellow Cab in collecting any "Overdue Accounts".
6. All accounts must be paid in full.
7. All charges incurred are the sole responsibility of the account holder/applicant.
8. Applicant will review the invoice and notify Soo Yellow Cab at (sooyellowcab.rob@gmail.com) with any concerns or discrepancies no later than 7 days prior to the due date.
9. The Applicant authorizes Soo Yellow Cab to process a manual (card not present) transaction. The signature located on the "Credit Card Form" constitutes acceptance of processing a manual (card not present) transaction.
10. This application is a contract and by submitting this agreement, the client acknowledges that the "terms and conditions" will be complied with.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Office use only: Account Auth. \_\_\_\_\_ Date: \_\_\_\_\_ Account # \_\_\_\_\_