



(For Office Use)

31 Sarasota Center Blvd
 Sarasota, FL 34240
 888-501-5388
 Tel 941-256-8762 Fax 941-371-5750

GROUP REQUEST FORM - 20 or more passengers required

Price quotes not guaranteed until paid in full and are subject to change and/or fuel surcharges

Group Contact		Group Name		Today's Date	
Phone		Email address			
Ship		Port			
Depart Date		Return Date			
Pickup City		# Passengers			

A Private bus is for 46 minimum passengers, and can accommodate up to 55 passengers. Please show **PRIVATE** ↑ in the box above, if you want a private bus for less than 46 passengers, and agree to pay for 46. Fewer than 46 passengers will be on a shared ride basis, with other passengers added on our regular scheduled service.

For a special pickup location, please give complete details below. (Group Pricing Based on location of Pickup)

Pickup must have public access, i.e. clubhouse, parking lot, mall; easily accessible by bus

Pickup location & Address with Zip Code →	
Cell Phone contact morning of departure →	
Closest major cross streets →	
Directions from nearest freeway →	

If you have passengers with special needs for Boarding please explain below

Additional Requests explain below

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Food and Beverage consumption by approval only. (Bottled Water allowed).

I acknowledge Terms and Conditions have been read. Please initial in box →	
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***** RECONFIRM WITH OUR OFFICE REGARDING YOUR GROUP DEPARTURE, 7 DAYS PRIOR *****

For Office Use Only

Request Date: Other Information:	Requested by:	Depart Time: Driver stages ½ hour prior to departure – have pax ready
Office info: Special Stop Code		Port Pickup:
Deposit Amt Rcvd: Final Amt Rcvd	Invoice # Invoice #	Rate: Approved by:

See Terms and Conditions Stated Below



GROUP TERMS AND CONDITIONS

DEPOSIT and FINAL PAYMENT

A \$100 deposit is required to hold the group space.

Final Payment is due **30 days** prior to departure along with a passenger name list. Final payment must be one form of payment, paid by credit card.

CHANGES

Additional passengers are accepted into the group, provided space is available. Name changes are accepted up to **14 days** prior to departure. Any changes to the itinerary or names within 72 hours of departure will incur a \$75 change fee.

CANCELLATIONS

Upon receipt of the final payment due 30 days prior to departure, all reservations are nonrefundable,

REFUNDS

The \$100 deposit is refundable if the group cancels 60 days prior to departure.

GROUP DEFINITION

A minimum of 20 passengers are required for a group rate. There are three categories of group rates: (1) 20-29 passengers, (2) 30-45 passengers (3) 46 passengers and above. If the total number of passengers drops below the minimum requirement for the category, the rate will be adjusted to the higher category rate. If a group falls below 20 passengers, a group rate discount would no longer apply.

FOR GROUPS WITH SPECIAL PICKUP LOCATIONS

A **MAP of the pickup location** should be forwarded to our office along with your Group Request. Once approved, your group will be assigned a scheduled pick up time based on your pickup address. A group leader's name and cell phone number must be provided, in the event we need to call on the day of departure.

There is a \$10 per person deviation fee for any groups under 30 passengers, requesting a special pickup.

FOR DEPARTURE DAY:

All passengers must be ready to board, 20 minutes prior to departure time. . Our driver's cell phone number is not provided to the group. Our dispatcher can be reached the morning of departure, should there be any need to call our office at 941-256-8762 option 9.