

Personalized Transport Service Terms

Date: [Insert Date]

To: [Client's Name]

Address: [Client's Address]

Dear [Client's Name],

Thank you for choosing [Your Company Name] for your transportation needs. Below are the personalized terms and conditions for our service:

1. Service Details

We will provide transportation services from [Pick-up Location] to [Drop-off Location] on [Date of Service] at [Time].

2. Fees and Payment

The total fee for the service is [Total Amount]. Payment is due [Payment Terms].

3. Cancellation Policy

You may cancel your service without penalty up to [Number of Hours] hours before the scheduled time. After that, a cancellation fee of [Amount or Percentage] applies.

4. Liability

[Your Company Name] will not be held liable for any delays caused by circumstances beyond our control, including but not limited to traffic or weather conditions.

5. Acknowledgment

By signing below, you acknowledge and accept these terms and conditions.

[Client's Name]

Thank you for your trust in [Your Company Name]. We look forward to serving you!

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]