



Alexandria Transit Company (ATC)
3000 Business Center Drive
Alexandria, VA 22314
www.dashbus.com

703-746-3274 (Option 5)
703-746-5641 (fax)

DASH CHARTER TERMS & CONDITIONS

- 1) Payment Policy: 50% deposit due to secure charter date and equipment. Balance due 14 days prior to event. Failure to provide timely payment will result in cancellation. All checks should be made payable to:
Alexandria Transit Company
3000 Business Center Drive
Alexandria, VA 22314
Attn: Accounts Receivable
- 2) Cancellation Policy: Cancellations made more than 14 days in advance will result in full refund. Cancellations made 14 or less days in advance will result in a \$150 cancellation fee. Cancellations made <24 hours in advance will incur \$250 cancellation fee. Rescheduling is subject to availability.
- 3) Additional Charges: Additional Charges will be assessed as follows:
 - Changes to charter. Contract amount is based on information provided at booking; final charges may be higher.
 - Damage to buses. Damage includes but is not limited to spills, vomit, smoking, tears, and broken windows.
 - Customer delay. For each customer delay in excess of 15 minutes, a minimum of 1/2 hour will be charged.
- 4) Delays due to weather, unexpected traffic, or Acts of God will not be charged to customer. No liability exists on the part of Alexandria Transit Company for these delays, and no refund will be due to customer.
- 5) ATC reserves the right to cancel the charter at any time without penalty, due to unsafe passenger behavior. Unsafe passenger behavior may include threatening language; dangerous movement about vehicle; extreme intoxication; and/or tampering with bus equipment.
- 6) All charges are rounded up to the next whole hour. Trips are charged at a minimum of two hours each.
- 7) Driver gratuity is accepted but not required.

PLEASE NOTE THE FOLLOWING:

- ☞ Each DASH bus seats between 32 and 37 passengers.
- ☞ DASH has a 1 hour trip minimum within the City of Alexandria, and 2 hours for trips outside the City.
- ☞ All trips beginning at 8:00pm or later will be charged a minimum of 2 hours.
- ☞ The standard DASH charter rate is \$125 per hour.