



City of Centralia
101 S. Locust
Centralia, Illinois 62801
(618) 533-7623
www.cityofcentralia.org
Tourism@cityofcentralia.org

Trolley Charter Agreement

Applicant: _____

Telephone Number: _____

Email: _____

Address: _____

Date of charter: _____

Pick up time: _____

Pick up location address: _____

Stops, time of stops, stop addresses: _____

Final drop off time: _____

Final drop off address: _____

Rate: \$125.00 per hour with a minimum of two hours = \$250.00

Every hour thereafter is \$100.00

If traveling beyond 35-mile radius of the City of Centralia, an additional fuel fee will be assessed at the discretion of the City

Deposit: 50% of charter is due at the time of agreement

Terms & Conditions

Terms and conditions are created for the safety of passengers and others.

1. Deposit – All reservations will require a 50% deposit to hold the reservation date.
2. Reservations modifications/changes – Hourly reservation/overtime: modifications to a reservation are allowed but not guaranteed. Please ask the driver to extend the reserved time if desired. Cancellation within one week prior to the pick-up time will result in no refund of the deposit; two weeks prior will result in a 50% of the deposit returned. Charter service is only available as to the dates and times when the trolley is in good working order and is not otherwise scheduled for other activities, and only available when there is a licensed and trained driver available for the duration of the event. Scheduling is based upon a first come, first service basis. Applicants will be notified as soon as possible if there will be a delay or cancellation.
3. Payment – full payment is due no later than three days prior to the event.

4. Termination – The driver reserves the right to terminate any transportation reservation/service, without refund should the driver deem that the customers are putting the driver, bus, or customers in any danger of injury or damage. Please be respectful to the driver, refrain from the use of foul language to him/her, and any unacceptable or unruly behavior.
5. Lost or stolen items – The City is not responsible for items that are lost, stolen, damaged, forgotten belongings on the vehicle or the disposal of the same.
6. Illegal substances/materials prohibited – If the customer or riders are in possession of any illegal material or illegal substances the service will be terminated immediately and charged at the full amount of the reservation.
7. No smoking, no open containers, no food consumption – No smoking, no open containers of alcohol or drink on the vehicle, and no food consumption on the vehicle.
8. The applicant/customer agrees to be fully liable for all charges that may occur, and which are identified below:
 - a. \$100 smoking, consumption of drinks or food fine
 - b. \$200 cleaning surcharge for damage to interior or exterior of vehicle
9. Applicant is liable for any injuries to any person or property during the event which is casually related to any act of ordinary negligence and shall hold the city harmless from any claim of said person(s).
10. Uncontrolled instances – The City is not responsible for acts of God and/or circumstances that are beyond our control, including, but not limited to, traffic congestion, road closures, accidents, weather delays, mechanical problems/breakdown, etc.

I have read City of Centralia’s Trolley Charter agreement. I acknowledge that I am 18 years or older. I agree, and all members of my party agree to comply and abide by the Terms & Conditions of this Charter Agreement. I understand that I am responsible to pay for this contract in full before services begins, regardless of cancellation or charges. I understand I will be charged for any additional hour usage, fuel for additional travel area, or for incidences defined within the terms and conditions of this agreement.

Signature: _____ Date: _____

Return this completed agreement and deposit to:

City of Centralia -Tourism
 PO Box 569
 101 S. Locust Street
 Centralia, Illinois 62801
Tourism@cityofcentraia.org

-----The below section is for the use of City of Centralia staff-----

Approved by: _____ Date: _____

Total amount due: _____

Deposit amount received: _____ Date: _____

Final payment amount received: _____ Date: _____