



## Calgary Valet Parking Pre-Booking Form

Fax: (403) 243-5425

E-Mail: [servicerequest@keysplease.net](mailto:servicerequest@keysplease.net)

### Company/Individual Information (For Personal Requests enter 'Private' in Company Name)

Company Name:	Address:
City:	Postal Code:
Contact Name:	Phone #:
Fax #:	E-mail:

### Valet Parking Service Information

Date of Service Required (include the day of the week):	
Address the Valet Parking is required at:	
Start Time of the Service:	Completion Time of the Service:
# of Valet Parking Service Providers Required:	Shuttle Driver & Vehicle Required:
Special Requests or Comments:	

**Rate: \$47.00 / Hour + ½ hour travel each way (GST Included). Minimum Charge - 2 Hours / Valet Parking Provider Driver & Shuttle Vehicle Rate: \$52.00 / Hour + ½ hour travel each way (GST Included). Minimum Charge – 2 Hours / Driver & Shuttle Vehicle.**

NOTE: For Valet & Shuttle Providers required outside of city limits – Travel time charged is the actual time to travel to and from the function or a flat rate of ½ hour, whichever is greater. Do not include this in your required time for the Valet Parking Provider Service.

### Terms and Conditions:

- I understand there are NO refunds on cancellations.
- I understand the service is prepaid on the Credit Card supplied for the original hours I have requested.
- I further agree to pay any additional charges incurred for authorized extended time requested.

I, \_\_\_\_\_ have read, understand and agree to the above.

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

### Credit Card Information

Card Number:	Expiry Date:
Cardholder Name (print):	CCV Code:
Cardholder Signature:	

### Office Use:

Processed By \_\_\_\_\_ Date \_\_\_\_\_ Confirmation # \_\_\_\_\_