



**Tracy & Malik’s Bus Co.
228-01 Merrick Blvd
Laurelton Ny 11413**

PLEASE KEEP THIS FOR YOUR RECORDS *

Hello Tracy & Malik Bus Parents,

Thank you for registering your child for the 2019-2020 school year with TM Bus. We would like to share with you some Important information and policy updates that will ensure that we have a successful school year.

We would like for all parents to have a clear understanding of our strict payment policy:

- **All payments are due the 1st of every month.**
- **On the 5th of the month all overdue invoices will have a \$25 fee attached.**
- **On the 10th of the month if payment has not been received services will be suspended without notice.**

We urge all parents to follow these guidelines to avoid any additional fees and/or interruptions. Please note our office will not be making collection calls or sending notices services will be **SUSPENDED** until payment is made in full.

We also ask all parents to become familiar with your child’s driver, we will provide each of our drivers contact information in an event you need to speak to them directly:

Willie	(516)749-3602
Mitch	(347)372-1830
Buddy	(718)506-8653
Kareem	(347)886-8838
Samuel	(516)632-0621
Preston	(646)724-1827
Lascelles	(727)565-9622
Sonny	(347)684-7217
Hector E.	(347)567-6572

All other inquiries regarding your service can go directly to the office at **(718)276-3568**.

We look forward to having another safe and successful year ☺ .



Tracy & Malik Bus Company

228-01 Merrick Blvd, Laurelton, NY 11413

2019-2020 School Year

Renewal Contract*

Child's Name: _____ Start Date _____

Date of Birth: _____ Age: _____

Parent's Name: _____ Cell: _____

Home: _____ Emergency: _____

One Way (Morning)

One Way (Afternoon)

Roundtrip

School: _____

Class: _____

Pick Up Address: _____

Drop Off Address: _____

Email (Print): _____

NOTE: IF YOU DOWNLOADED THIS APPLICATION FROM THE INTERNET PLEASE FILL OUT AND EMAIL TO:

tmbusco@gmail.com

Bus Contract

Please select which mode of transport.

one-way transport

Round-Trip Transport

There is a once a year, one-time non-refundable processing fee of \$25.00 that is submitted with this application.

How to make Payments:

There are 3 methods of making payment.

1. Payments (Check, Cash, or Money Orders) can be mailed or made in the office at 228-01 Merrick Blvd. Laurelton, NY 11413. Just come in and follow payment instructions listed on the wall.
2. Checks or Money Orders can be given to the driver. **Please DO NOT give cash** to the driver. Tracy and Malik's Bus Company **WILL NOT** be responsible if the cash has been misplaced and you are still liable for the payment.
3. For a 2.9% surcharge, you can pay online. Just alert the office at (718) 276-3568 that you would prefer this method of payment.

Payment Policy:

***Prices & Rates are subject to change. * TM Bus Reserved the right to cancel this contract at any time.**

Tracy & Malik's Bus Company is not responsible for any lost or stolen items. Please tell your child to keep valuables at home.

Payments are due by 1st of each month. If payment is not received by the 5th of the month, a late fee of \$25.00 dollars is accessed to your bill. If payment is not received by the 10th of the month transportation service will be suspended. Checks and money orders should be made payable to **Tracy & Malik's Bus Company**.

By signing this statement, the signee is liable for ten (10) payments from September to June. There are NO REFUNDS. We have excellent drivers, who are reliable and courteous and if there is an issue, please contact the office immediately at 718-276-3568.

Child(ren) Names':	
Parent's Name (Print)	
Home Address	
Parent's Social Security	
DATE	

Parent's Signature: _____

Credit Card Authorization Form

Please complete all fields. You may cancel this authorization at any time by contacting us. This authorization will remain in effect until cancelled.

Credit Card Information				
Card Type:	<input type="checkbox"/> MasterCard	<input type="checkbox"/> VISA	<input type="checkbox"/> Discover	<input type="checkbox"/> AMEX
	<input type="checkbox"/> Other _____			
Cardholder Name (as shown on card): _____				
Card Number: _____				
Expiration Date (mm/yy): _____				
Cardholder ZIP Code (from credit card billing address): _____				

If you prefer leaving your banking information on file, please submit a copy of a voided check with your application.

John Doe 123 Main St Anywhere US 10111	Date _____
PAY TO THE ORDER OF _____	\$ <input type="text"/>
VOID	
Your Bank 456 Main St Anywhere US 10111	_____ DOLLARS
MEMO _____	_____
⑆ 123456789 ⑆	⑆000001234⑆ 0790

To complete your application, you must leave your banking information on file, regardless of payment method

We would like to “Thank you” for allowing us to transport your most precious gift and we would also like you to know that customer satisfaction and safety is our highest priority.

Please select which mode of transport.

- One-way transport
- Round-Trip Transport

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Payment Policy

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Invoices are generated on the 1st of each month. Payments are due by the 1st of each month. If payment is not received by the 5th of the month, a late fee of \$25.00 dollars is assessed to your bill. If payment is not received by the 10th of the month transportation service will be suspended. Checks and money orders should be made payable to Tracy & Malik's Bus Company.

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Thank you for the opportunity to serve you and your family.