**Archie’s Cabs**

**Terms and Conditions**

**30 day Accounts…. Payment, Cancellation and Late Payments**

* All statements must be cleared within 14 days of the date of invoice.
* Late Payment charge of £25+vat will be charged for any late payment. Plus 5% of the total outstanding amount per day after 7days.
* All journeys must be cancelled with a minimum of 24hrs notice to be subject of zero charge. (excluding daily full-term contract)
* Any journey cancelled in less than a 24hr period will be charged in full.
* All journeys on a pre-booked full-term contract will be charged 50% retaining fee if cancelled in less than 7days notice.
* Waiting time will be a maximum of 10 minutes unless contact and arrangement has been made with the office. Once 10 minutes have arrived we will leave your pickup location and full fare will be charged. A full fare will be charged for a return pick up.
* All prices are subject to change with 30days notice.
* All contracts must give a minimum of 30days notice to cancellation.

**Airport transfers, additional fees and general booking cancellations**

On your return, we will arrive at the given time requested or landing time and will only enter the car park at that time given. For all our meet and greet clients, we shall meet you at arrivals with your name on a sign board with the Archie’s Cabs logo.

You can also call the office on 01823 42 88 44 if you come through arrivals early or if you are unable find your driver. Our driver will also make contact on arrival at the terminal for peace of mind.

All express drop off and express pick-up collections (where available) charges will apply. On your return, if express pick up is booked, once you have collected your luggage from baggage please call the office on 01823 42 88 44 to let them know you are on your way to your collection point and the driver will be sent into the collection point to collect you.

All parking charges are applicable to the customer. This charge will be taken at the end of each journey or added to your account.

We give approximately 1 hour waiting time included from your chosen time, any time over this hour then waiting charges will apply of £30 per hour.

We track all flights so if your flight is delayed you do not have to worry, we will arrive at the time of the flight landing which still allows you one hour.

All general taxi services for all payments taken upfront or paid and booked online. 24 hours’ notice of cancellation for a full refund minus 10% handling fee. 24 hours or less non-refundable.