

INDEPENDENT TAXI OPERATORS ASSOCIATION

80 Parkman Street Dorchester, MA 02122 OFFICE (617) 426-3438 FAX (617) 825-4209
CHECK OUT OUR WEBSITE! WWW.I TOATAXI.COM

Voucher Account Application

The following information will be needed for our Accounts Receivable Department.

Date: _____

Company Name: _____ Federal Tax ID# _____

Owner's Name(s): _____

Type of Business: _____ Established: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax # _____

Where would you like the vouchers sent? If the same as above, please check here: _____

Mail to: _____ Attention: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax #: _____

Email: _____

Would you like invoices emailed or mailed? _____

If emailed, what is the email address' they should be sent: _____

If mailed and same as above, please check here (otherwise, complete below): _____

Mail to: _____ Attention: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone #: _____ Fax #: _____

Please provide us with a contact person in your Accounts Payable Department as well as Email Address:

Contact name: _____ Email: _____

I.T.O.A. Office Use Only:

Account # _____

Date Opened: _____

Vouchers Ordered: _____

Authorized by: _____

CHARGE SLIP VOUCHER AGREEMENT

The Customer shall be issued numbered vouchers for use with I.T.O.A. Taxis.

The Customer is responsible for safeguarding unused voucher supply.

The I.T.O.A. shall send weekly invoices (unless request is granted for bi-weekly, monthly) to the customer for charges incurred. Should a dispute as to the amount of the customers charges, the customer must notify the I.T.O.A. within seven (7) days from the date of invoice in question. Should no notice of a disputed invoice be received in the specified time, the invoice shall be deemed correct.

The customer is responsible for all charges incurred. It is the customers responsibility to keep records of all vouchers, including all pertinent information including but not limited to; destination, passengers name, and the amount of the ride. It is not I.T.O.A.'s responsibility to keep copies of vouchers. As a courtesy to the customer, we will send back scanned images of all original vouchers presented for payment. This is not a requirement for payment; it is the customers responsibility to have back up information of all vouchers issued.

Should the customers vouchers be lost or stolen, the customer must notify the I.T.O.A. Business Office immediately.

The customer hereby agrees to be responsible for any sums actually paid by the I.T.O.A. to the taxi operators for vouchers.

Voucher Accounts may be revoked at any time at the discretion of I.T.O.A. at which time, all vouchers issued to the customer must be returned to the I.T.O.A. business office immediately

This is a legally binding document.

Customer Authorized Signature

Printed Name

Title

Date

For ITOA use only:

Date Account Opened: _____

Charles Amisial, ITOA President