



Tracy & Malik's Bus Co.
226-18 Merrick Blvd Jamaica NY 11434
Tel: (718)276-3568 Fax: 718-228-7632

PLEASE KEEP THIS FOR YOUR RECORDS *

Hello Tracy & Malik Bus Parents,

Thank you for registering your child for the 2024-2025 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.

All other inquiries regarding your service can go directly to the office at **(718)276-3568 ext 1**. We look forward to having another safe and successful year ☺ .

PLEASE FILL OUT AND EMAIL TO: info@tmbusco@gmail.com





Tracy & Malik Bus Company

228-01 Merrick Blvd, Laurelton, NY 11413

2024-2025 SchoolYear

Child's Name: _____

Start Date: _____

Date of Birth: _____ Age: _____

Parent's Name: _____

Cell: _____

Home: _____

Required Emergency Contact: _____

Required Emergency number: _____

One Way (Morning)

One Way (Afternoon)

Roundtrip

School:

Class:

Pick Up Address: _____

Drop Off Address(if different from pick up):

Email (Print):

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Bus Contract

Please select which mode of transport.

- One-way transport is **\$240.00** (2) Children **\$400.00**
- Round-Trip Transport is **\$320.00** (2) Children **\$500.00**
- 3 Children One-way **\$500.00** (Same household Required)
- 3 Children Roundtrip **\$650.00** (Same household Required)

There is a once a year, one-time non-refundable processing fee of **\$50.00** 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 226-18 Merrick Blvd Jamaica NY 11434. Just come in and follow payment instructions listed on the wall.
2. Checks or Money Orders can be given to the driver. Checks and money orders should be made payable to Tracy & Malik's Bus Company. 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.
4. All Payments are Subject to a 3.5% Sales Tax

Payment Policy:

*Prices & Rates are subject to change. * TM Bus Reserved the right to cancel this contract at any time. 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 Last 4 SSN:	
DATE	

Parent's Signature: _____

IF YOU WOULD LIKE RECURRING WITHDRAWALS ON EVERY DUE DATE(The 1st of Every Month) PLEASE CHECK THIS BOX

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.



To complete your application, you must leave your banking information on file, regardless of the 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. Tracy & Malik Bus service will be providing the transportation for your child.

Payment Policy

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

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.

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.

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

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