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## TOUR ENQUIRY FORM

Please fax this form to +65-6368 2232 or email to taxitour@smrt.com.sg after completion.

### A. PARTICULARS

Full Name in Passport :	
NRIC No./Passport ID:	
Address:	
Country:	
Email:	
Fax:	
Contact No: (please include Country & Area Code)	

### B. CABBY TOUR

Package	Half Day Premium Tour / Hourly Rate (    hrs, min 2hrs)
Type of Vehicle	Prestige 6-seater / Prestige 4-seater / Normal 4-seater
Choice of Places - Choose up to a max. of 8 in order of preference. (eg. Sentosa, Night Safari, Suntec City, Marina South etc.) **Please note that coverage of the selected places is subject to tour time availability.	
Date of Tour (dd/mm/yy)	
Start Time (in hhmm eg. 1800)	
End Time (in hhmm eg. 2200)	
Pick Up Location (eg. Hotel)	

### C. HEALTHCARE PACKAGE (Transfers Not Included)

Name:	Name:
DOB:	DOB:
Passport No:	Passport No:
Package:	Package:
2 Preferred Dates:	2 Preferred Dates:
Name:	Name:
DOB:	DOB:
Passport No:	Passport No:
Package:	Package:
2 Preferred Dates:	2 Preferred Dates:

**D. ACCOMMODATION (Transfers Not Included)**

Hotel (eg. Sheraton Towers)	
Room Type (eg. Deluxe)	
Room Size (eg. Twin)	
Check-in Date (dd/mm/yy)	
Check-out Date (dd/mm/yy)	

**E. SPECIAL REQUESTS / OTHER ENQUIRIES**

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**F. SOURCE**

How did you get to know about our tour?

Through : Brochures / Friends / S'pore Business Visitor magazine / Website / Others : \_\_\_\_\_

**Payment**

1. Credit card bookings deductions will be made on the next working day. If payment cannot be processed within the stipulated time, the booking will be considered void. SMRT TAXIS PTE LTD will not be liable for any booking stated in the form. A confirmed itinerary will be sent to you upon successful deduction.

**Conditions of Service****Cabby Tour**

1. Advance reservations or Current Booking are acceptable.
2. Any change of schedule (e.g. pick up time or pick up date) must be informed at least 1 day in advance from the commencement of tour package. If Change of Schedule is made less than 1 day from the commencement time, it will be subject to the availability of drivers and a surcharge of \$10 will be applicable
3. Any cancellation made less than 1 day from the commencement time, a 50% penalty charge will be applicable.

**Healthcare Packages**

1. Any additional test(s) or follow-up examinations not included in the packages shall be paid by the customer to the hospital and will be subject to availability.
2. For cancellations made more than 7 days from the commencement time, a 10% administration charge will be applicable.
3. For cancellations made less than 7 days from the commencement time, a 50% charge will be applicable.
4. Any amendment after confirmation is subject to 10% administration charge.
5. For additional transfers, please indicate under Special Requests / Other Enquiries.

**Accommodation**

1. Any booking of accommodation are subject to room availability.
2. Notice of Booking must be made at least 14 working days in advance.
3. Additional charges may be imposed during weekends, busy periods, high season and special events period and this will be informed before deductions are made.
4. Any cancellation made 7 days or more preceding advised check-in date, a 10% administration charge will be applicable.
5. Any cancellation made less than 7 days preceding your check-in date, **a one night room charge will be applicable.**
6. Any amendment after confirmation is subject to 10% administration charge.
7. Any policies dictated by the hotel will always supersede those stated here.
8. For additional transfers, please indicate under Special Requests / Other Enquiries.

**Refunds**

1. All credit card refunds will be processed in a timely manner and will be dependent on your billing cycle with the credit card company. Once the refund instructions are dispatched, it can take anywhere from 15-45 working days for the proceeds to arrive in your account.