



# PROM CONTRACT TIPS



## *Helpful Contract Tips to Ensure Safe Prom Transportation*

- Incorporate a Drug and Alcohol Policy.
- Ensure contract is signed by someone over 18 and also signed or initialed by student passengers. Only passengers registered on the contract should be allowed inside the vehicle.
- Incorporate the addresses for all pick-up and drop-off points. The adult contract purchaser must approve any additional stops or significant changes in the itinerary after departure. The Driver will call the contract purchaser if passengers request change to the itinerary.
- Encourage parents/guardians to inspect the hired vehicle at pick-up location to ensure it is alcohol/drug free.
- Require all bags and packages to be inspected by the driver and stored in the trunk of the hired vehicle for the duration of the service. Passengers refusing to allow a bag inspection will not be permitted to bring the bag inside the vehicle.
- Specify that the privacy screen must remain open for the duration of the service.
- Agree that alcoholic beverages, tobacco products and illegal substances are not permitted inside or within 100 feet of the hired vehicle.
- Non-alcoholic beverages are not permitted in the hired vehicle if the seal has been broken or the beverage has been opened.
- If alcohol or drugs are discovered, the Driver will call the passengers' parents and/or return the passengers to the original pick-up location. Each passenger's parent/guardian must provide a phone contact number in case of an emergency or a contract violation.
- The Driver will provide his/her cell phone number to the contract purchaser or parent and will be respectful of the students and their needs while maintaining the safety of the group.
- The Driver is wholly responsible for the safe operation of the vehicle, and, as such, has complete authority to dictate what conduct and actions are permissible.
- Appropriate behavior is expected of all, inside the cabin of the hired vehicle. This allows the Driver to concentrate on the operation of the vehicle. Standing up through the moon roof, hanging out the windows, opening the doors while the vehicle is in motion and throwing trash out the windows of the vehicle are examples of prohibited conduct.
- There shall be no loud or profane behavior inside the hired vehicle, including but not limited to foul language, inappropriate touching, and nudity.

