



RUNWAY PETS INC.

Customer Number:

P.O. Box 450, Mt. Vernon, MO 65712
9407 Lawrence 1170
(417)466-0441 (417)466-0443 (FAX)

runwaypets@runwaypets.com
www.runwaypets.com

What airport will you ship out of? _____

Please complete the contract in its entirety. Thank you for choosing Runway Pets, Inc.

Date: _____ USDA# (optional): _____ State # (optional) _____

Phone #: _____ Fax # _____ Cell # _____

Your name: _____

Kennel/Business Name: _____

Physical Address: _____ City: _____ State/Zip: _____

Mailing Address: _____ City: _____ State/Zip: _____

E-Mail: _____ Website: _____

Terms

The above named company understands and agrees to the following terms and conditions. All invoices will be paid with 30 days of purchase. And unpaid invoices will be subject to a late fee/finance charge/interest in the amount of 1.5% per month. Should it become necessary to turn this account over for collection, applicant by signature below agrees to pay all cost of collection to include collection agency contingency fees (maximum as allowed by state law), attorney fees in the amount of 22% of principal and interest and all court costs.

Veterinary Information:

Veterinarian: _____ Telephone # _____

Address: _____ City: _____ State/Zip: _____

Contract

This contract between (your name) _____, dba _____

And Runway Pets Inc. is for arranging the transportation of live animals. This contract shall remain in effect from the date of this original document until written notice is given by either party to terminate this agreement. This contract covers a series of shipments.

Shipper (Your signature) _____



Dawn Banks
P.O. Box 450, Mt. Vernon, MO 65712
9407 Lawrence 1170
(417) 466-0441 (417) 466-0443 (fax)
www.runwaypets.com
runwaypets@runwaypets.com

Payment Policy

Our policy requires payment to be made within 5 days of the date shipped. Past due payments will now acquire late fees as stated below:

10 days late \$10 per flight

15 days late \$12 per flight and your card will be charged accordingly to cover all costs, including the 3% fee associated with card payments.

By your signature below you are giving Runway Pets Inc. permission to run the amount of the unpaid flights on the below card:

_____ - _____ - _____ - _____ exp. Date _____ CVV _____
Zip Code: _____

Runway Pets Inc. must have your customer credit card information on file.
If you do not have a credit card or debit card.

WE CANNOT BOOK THE FLIGHT UNTIL PAYMENT HAS BEEN MADE.

Returned checks: There is a \$35 fee for returned checks. Checks must be paid immediately upon notification by debit or credit.

No Flights will be booked until the check and returned check fees have been paid in full.

Declined Cards: Should your card decline; NO further flights will be booked and you will be responsible for all expenses incurred for the collection of any unpaid flights.

We Need ALL copies of Airway bill's either faxed, emailed or snail mail to us within 5 days of shipment.

P.O. Box 450
Mt. Vernon, MO 65712

Sign and Date:

Payment Policy Change: Effective January 1st, 2017

Credit Cards - All flights must be paid before day of departure. Your card can be run up to 2 business days before scheduled date of shipment. Any flights unpaid will be cancelled and rescheduled when payment can be made.

Pay Pal - All flights must be paid before day of departure. You may either request we send you an invoice for payment or you may send payment to runwaypets@runwaypets.com any flights unpaid will be cancelled and rescheduled when payment can be made.

Check - Checks must be received within 5 business days from day of shipment. If we have not received a check for your shipment in the allotted amount of time the card on file will be ran for payment. No more then 2 unpaid shipments will be allowed on your account at one time. Failure to maintain your account may result in the loss of check writing privileges.

Effective January 1st, 2018 – Paper checks will no longer be accepted. – Checks will be accepted by ACH payment only. This is an electronic check that can be taken over the phone. This payment is available now, you will find the authorization form attached.

Please note: We **do not** accept booking request via email. All requests must be entered online using your customer number at www.runwaypets.com -or- called into the office during business hours.

**Please visit our website at www.runwaypets.com
for information on the following:
Preparing for the Airport
Crate Assembly
Temperature Restrictions
Kennel Guidelines**

Credit Card Information

****Your flight will NOT be booked without card information on file****

Name on Card: _____

Type of Card: _____

Card #: _____ - _____ - _____ - _____

Expiration Date: _____

CVV Code: _____

Billing Address: _____

City, State, Zip: _____, _____, _____

Phone #: _____ - _____ - _____ (Home / Cell)

Notes:

****REMIND CUSTOMER THAT THERE WILL BE A 3% CHARGE
WHEN USING CARD/PAYPAL****

AUTHORIZATION AGREEMENT

I (we) hereby authorize _____, hereinafter called COMPANY, to electronically debit my (our) account indicated below and the financial institution named below, hereinafter called FINANCIAL INSTITUTION, to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

PRIMARY ACCOUNT:

(Financial Institution Name)

(Address)

(City/State)

(Zip)

(Routing Number)

(Account Number)

Type of Acct: ___ Checking ___ Savings

Date(s) and/or frequency of debit(s): _____

Amount to withdrawal: _____

This authority is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and manner as to afford COMPANY and FINANCIAL INSTITUTION a reasonable opportunity to act on it.

(Print Individual Name)

(Print Individual ID Number)

(Signature)

(Date)

PLEASE ATTACH COPY OF VOIDED CHECK TO THIS FORM