



Contract Summary Sheet

Vendor Name: Magic Carpet Tours

Commodity: Charter Bus Services

Contract Number: UR Agreement

Effective Date: September 1, 2016
Expiration Date: August 31, 2017

Vendor: Magic Carpet Tours
Address: 200 W 21st Street
Richmond, Virginia 23225

Contact: James M. Brown
Phone: 804-232-0082
Email: magiccarpettours@aol.com

Payment Terms: Net 30

Purchasing Card Can Be Used: Yes

SWAM Vendor: Small/Minority

Green Vendor: NA

ACCOUNT MANAGEMENT

Magic Carpet Tours has designated James M. Brown as the account manager for University of Richmond.

RESERVATION PROCEDURES

Requests may be submitted by email or called in to Magic Carpet Tours offices during regular business hours.

CANCELLATIONS

In the event of a cancellation, the University of Richmond will notify Magic Carpet Tours as soon as possible. If the charter has already begun and the driver is on site, the University will be charged the contracted Minimum use fee for the time the driver and equipment have actually been utilized.

PRICING

- 1) Magic Carpet Tours does not require the University to pay a deposit.
- 2) Magic Carpet Tours will include the University discounted rate on all quotes as well as any other promotions available to the University.
- 3) Magic Carpet Tours has established standard transport rates to Richmond International Airport for all airport service departing from the University of Richmond campus. The rates noted below are locked in and will not increase for the life of this contract. Vehicle type noted

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below is based on passengers having standard luggage which includes one suitcase for check in and one carry-on bag.

Vehicle Type	Capacity with Luggage	Airport Transfer Price (one way)
Motor-Coach	55	\$750 (includes airport fees)