



Personal Valet Service, LLC
www.MyPVS.com
Service Registration Form



This is a one-time form. Completing this form gives us everything we need to service you. We will refer to it every time we have an order from you. If you have any special instructions not noted on this form, please place a note inside your pick up bag or pin it to the specific article. This form is kept in a secure location with limited access.

Personal Contact Information:

Today's Date: _____

Your Name:		Spouse's Name:	
Your Birthday: (MM/DD)		Spouse's Birthday: (MM/DD)	
Street Address:			
City:		State: NC	ZIP:
Home Phone:		Work Phone:	
Mobile:		FAX:	
Email Address:			

Pick-Up & Delivery Information:

I would like my orders picked up from and delivered to:	
<input type="checkbox"/> My Home	Designated Pick-up Place:
	Designated Delivery Place:
<input type="checkbox"/> My Office	Company name:
	Bldg/Complex Name:
	Company Address/Suite:
	City/ZIP:
	Designated Pick-up Place:
	Designated Delivery Place:
Pick-up & Delivery Comments:	



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My Preferences (Check all that apply):

Starch Preferences:			
Men's Laundered Shirts:		<input type="checkbox"/> On Hangers	<input type="checkbox"/> Folded
<input type="checkbox"/> No Starch	<input type="checkbox"/> Light Starch	<input type="checkbox"/> Medium Starch	<input type="checkbox"/> Heavy Starch
Men's Laundered Pants:			
<input type="checkbox"/> No Starch	<input type="checkbox"/> Light Starch	<input type="checkbox"/> Medium Starch	<input type="checkbox"/> Heavy Starch

Women's Laundered Dress Shirts:		<input type="checkbox"/> On Hangers	<input type="checkbox"/> Folded
<input type="checkbox"/> No Starch	<input type="checkbox"/> Light Starch	<input type="checkbox"/> Medium Starch	<input type="checkbox"/> Heavy Starch
Women's Laundered Pants:			
<input type="checkbox"/> No Starch	<input type="checkbox"/> Light Starch	<input type="checkbox"/> Medium Starch	<input type="checkbox"/> Heavy Starch

Other Preferences (Complete any that apply)

Jackets:	Robes:
Skirts:	Sport Coats:
Sweaters:	Uniforms:
Ties:	Other:
Laundry:	Wash & Fold:

Special Instructions:
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Who can we thank?

How did you hear about Personal Valet Service?



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Please Note: Personal Valet Service only accepts Credit/Debit Cards (No Cash or Checks)

Credit Card Information (See Terms, Conditions, and Privacy Statement below)

Credit Card Type:				
<input type="checkbox"/> MasterCard	<input type="checkbox"/> VISA	<input type="checkbox"/> AmerExp	<input type="checkbox"/> Discover	<input type="checkbox"/> Other: _____
Credit Card Number:			Exp Date:	CVV:
My signature below confirms I have read, understand and agree to the terms and conditions listed below.				
Name as it appears on Credit Card:				
Signature:			Date:	

Terms & Conditions

Customer's signature above acknowledges that the customer has read and understands the terms and conditions, and the Disclaimer below.

Customer authorizes Personal Valet Service (PVS) to pick-up and deliver to the predetermined location.

Customer understands that deliveries will not be left during inclement weather unless the location is protected. Should weather prevent delivery, PVS will make every effort to redeliver the order, weather permitting, no later than the next regular delivery day.

Submission of this Registration Form authorizes Personal Valet Service and it's dry cleaning partner Carriage House Cleaners (CHC) to verify all information provided by applicant(s).

All charges are due and payable in full upon return of items to be cleaned. Customer authorizes Personal Valet Service's associate, Carriage House Cleaners, to use customer's credit card for the purpose of paying customer's charges. Each Personal Valet Service delivery will be automatically charged to the credit card indicated.

Customer agrees to notify Personal Valet Service promptly and in writing of any changes or problems involving the credit card or the Personal Valet Service account. Requested changes and cancellations will not be recognized without such written and signed notice.

When one holder of a joint account wishes to cancel joint status, signed instructions must be submitted to Personal Valet Service. Upon receipt of such instruction from either party, the joint account will be cancelled. Separate accounts then may be opened by both parties pursuant to their good credit standing and upon written application for an individual account.

Customer agrees to pay all monies due to Personal Valet Service if the indicated credit card becomes invalid for any reason. Customer agrees to pay any collection or legal fees required to collect payment on my account.

Privacy Statement - The information the Customer discloses on this form will be treated with the utmost confidentiality. Personal Valet Service and it's dry cleaning partner Carriage House Cleaners, will not sell or share any of this information with anyone at anytime.

Right to Refuse Service- Personal Valet Service reserves the right to refuse service to any customer.

Disclaimer

Like all dry cleaners, items are cleaned per the manufacturer's care tag instructions on each item. PVS & CHC will not be responsible for the following items: All Household Items (including Comforters, Bedspreads, Rugs, Curtains & Drapes). All Silks and Satins, Garments with Belts, Sequins, Buttons, Decorative Beads, and Iron-On Decals. Leather, Suede, and any items trimmed with Suede and Fur. Double Faced Fabrics such as garments with linings that may separate.