



Booking Guide

- Select Service Type

The screenshot displays a booking form with a progress bar at the top containing five numbered steps (1-5). Step 1 is active. The 'Service Type' dropdown menu is open, showing three options:

- ALL BOOKINGS**: Taxi and Airport Transfers for ALL ports.
- MEET & GREET - LUTON, STANSTED & LONDON CITY**: Only use this service if you require your driver to meet you inside the terminal with a name board. Otherwise please choose **All Bookings**. Additional costs apply for this service plus parking costs.
- WEDDING & PROM**: Only Vehicles available: Business Exec, Lux MPV. Ribbons are at Extra cost. We advise to give us at least 3 months notice.

Other form fields include 'Pickup Date', a 'Discount Code' field, and a 'Next' button. A map of Europe is visible at the bottom of the form.

- Complete the form including date, pickup and drop off location and flight details if required.

A screenshot of a booking form interface. At the top, there is a progress bar with five steps, where step 1 is active. The form fields are as follows:

- Service Type:** A dropdown menu with "ALL BOOKINGS" selected.
- Pickup Date:** A date selector showing "28/04/2023".
- Pickup Time:** Two dropdown menus showing "13" and "00".
- Pickup Location:** A text input field containing "Stevenage Town Centre, Stevenage, UK".
- Dropoff Location:** A text input field containing "Luton, UK".
- Flight:** A text input field with "flight number" and a "Check Flight" button.
- Discount Code:** An empty text input field.

Below the form, there is a map showing a route from Stevenage to Luton. The map includes labels for "Drop Off Luton" and "Pick Up Stevenage". Above the map, it says "Distance (Miles) :14 Duration :0:30". A "Next" button is located in the bottom right corner of the map area.


- Click Next to continue with booking or quote.

A second screenshot of the same booking form, but with a red arrow pointing to the "Next" button in the bottom right corner. The form fields and map are identical to the first screenshot.

- Select a Car from the list!

1 2 3 4 5



Executive Saloon



- Business Transfers
- Holiday Transfers
- Long Distance Travel
- Wedding & Prom Hire
- Wifi available
- USB & Laptop charging
- Complimentary Refreshments

Please note
* Extra Charges are included for Express Drop off, Collection, Bank Holidays & OOH Travel between 23:00 - 04:59 *


The Vehicle & Colour may differ but the class will be the same.

 1-4 Passengers  4 Large Cases or 3 Medium

£ 55.00

Select this Vehicle

Saloon



EXECUTIVE CARS
STEVENAGE
CHAUFFEUR SERVICES

- Fill in the details below and click next.

The Hire Details

Lead Passenger Name: *
Test Booking

Mobile:
0123456789

Luggage: *
1 Case

Email:
test@gmail.com

Number of Passengers: *
2

Special requirements:
Are there any special requirements?

Back Next

- You will then see a review of your booking.

28 April 2023 13:00

Pickup Location: Stevenage Town Centre, Stevenage, UK

Dropoff Location: Luton, UK

Flight No: flight number

Passenger: Test Booking

Vehicle: Saloon

Luggage: 1 Case

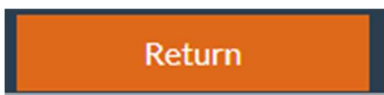
Price: Ex VAT £35.00 Inc. VAT £0.00

Edit Delete

Return + Journey

Save this quote Book

- To Add a Return Journey, select “Return” and follow on screen instructions.



- When you have provided all the information you can either save your booking as a Quote or Book



- The Final part of the booking process complete the booking information.

The screenshot shows a five-step progress bar at the top, with step 5 highlighted. The main form area is titled 'Who is booking this?' and contains the following fields and instructions:

- Name:** * [input field] **Copy** [button]
- Email:** * [input field]
- Click the Copy button to copy the passenger details.
- Mobile:** * [input field] [UK flag] • 07400 123456
- How do you want to pay:** * [dropdown menu]
- Your Reference:** [input field]

Below the form, there is a large blue box with the following text:

Please enter the correct address details for the correct price.
Please include Door numbers or House Names.
If you live in a remote location please use [what3words](#)

You can enter any additional information into the Your reference box above.

By clicking Book now, You confirm that you have read and agree to Exec Cars / Stevenage Travel T&C's and agree to pay the charges invoiced by us.
[Click here to read our T&C's](#)

To confirm this booking please enter card details on the next page

At the bottom of the form are two orange buttons: **Back** and **Book Now**.

- Click "Book Now" to complete the booking and pay.

The screenshot shows a dark blue box with the following text:

To confirm this booking please enter card details on the next page

At the bottom of the box are two orange buttons: **Back** and **Book Now**.

YOU WILL RECEIVE A CONFIRMATION OF THE BOOKING VIA EMAIL