



No celebrity can function without their support entourage and neither should you. That's why VIP Concierge, Inc. is proud to announce the launch of VIP CONCIERGE Lifestyle & Entertainment Management Service. What is VIP CONCIERGE? We like to think of it as having a 24/7 entertainment manager, concierge, consultant, personal assistant, and PR representative all in one. Once you have VIP CONCIERGE, you'll wonder how you ever survived without it.

- Need a Pilates instructor in Chicago- We'll arrange it for you.
- Want the island you bought set up with all your favorite amenities – No problem
- Need last minute reservations at the hottest restaurant in New York- Call us.
- Lost in Paris and need directions – We can get you home safely.
- Need access to a VIP event to entertain some important business clients? Done.

Anywhere you are on the globe, VIP CONCIERGE is there with you catering to your every need. We are currently offering 3 membership levels: The Inner Circle, The Executive and The VIP. Corporate packages are also available.

Please note that The VIP level membership is by invitation only, and that all membership applications are carefully reviewed, and that not all membership applications will be accepted.

Please note that all our memberships do not mean that access to all of our ultra-exclusive events becomes free! There are still fees associated with most, but not all, of our events.

The Inner Circle

Stay on top of all of the VIP happenings with access to our ultra-exclusive, password-protected VIP calendar. With the Inner Circle Membership you will have priority notice of all the events VIP Concierge offers. With the VIP Membership Calendar you'll never be at a loss for something to do. We have frequent access to A-List events and celebrity parties and this is your pass to log on and find out what's happening where. You will also be privy to our exclusive offerings only available to members. ***The Inner Circle is \$2,850 per year.***

- **Advanced Notice of all VIP Events:** Many of our VIP events are available in limited quantities. With advanced notice, you'll be among the first to have access to all of our events and activities.
- **Access to premium events and experiences:** You will receive access to our broad offering of ultra-exclusive events such as celebrity parties, movie premieres, and award shows which are available *only to members*.

- **Access to password-protected VIP Calendar:** You will receive your own personal login ID and password for exclusive VIP Calendar, which provides a user-friendly interface to research and plan your social schedule at your own convenience.
- **Table/Restaurant Reservations:** We will make up to four VIP Club or Restaurant reservations per month for you.

Executive

All the benefits of The Inner Circle, plus the benefit of your personal VIP concierge. Between the hours of 9:00am to 9:00pm EST, Monday through Friday, you have access to your very own personal concierge. Wherever you are in the US, you may submit requests for restaurant reservations, tickets, car service, hotel accommodations, flower or gift delivery or even housekeeping service. Whatever tasks you may have, we will take the burden away from you to make your work week all the more easy. *The Executive is \$7,500 per year**.

- **Advanced Notice of all VIP Events:** Many of our VIP events are available in limited quantities. With advanced notice, you'll be among the first to have access to all of our events and activities.
- **Access to premium events and experiences:** You will receive access to our broad offering of ultra-exclusive events such as celebrity parties, movie premieres, and award shows which are available only to members.
- **Access to password-protected VIP Calendar:** You will receive your own personal login ID and password for exclusive VIP Calendar, which provides a user-friendly interface to research and plan your social schedule at your own convenience.
- **VIP table & bottle reservations at the hottest nightclubs and restaurants:** VIP Concierge will keep you up to date on what's hot and what's not. We have connections that will make sure you're at the hottest night spot on any given day of the week.
- **Restaurant Reservations:** VIP Concierge works with a select group of the finest restaurants to ensure a flawless evening. Whether entertaining clients or just looking for a great dining experience, VIP Concierge has you covered.
- **Personal Concierge 9am-9pm EST*:** If you've ever envied celebrities with their personal assistants than look no further. Think of this as time share personal assistants. VIP Concierge has a professional and experienced staff waiting to fulfill your every whim. No job is too great or too small. Please note that this concierge service is for within the US.

The VIP

Please note that the VIP membership is strictly by invitation only.

The VIP is our highest level of service, aimed towards individuals who savor the finer things in life and demand nothing less than the best. As a VIP member, you are welcome to call upon us for anything you may need, whenever you may need it. Whether you are looking for the most elite villa on Turtle Island or to arrange a dinner party at the latest “it” spot in town, our lifestyle management services are offered to you globally 24 hours a day, 7 days a week, 365 days a year. Simply put: We get what you need and more. Think of this as like an Amex Black Card on steroids!

The VIP is \$18,500 per year.*

- **Advanced Notice of all VIP Events:** Many of our VIP events are available in limited quantities. With advanced notice, you’ll be among the first to have access to all of our events and activities.
- **Access to premium events and experiences:** You will receive access to our broad offering of ultra-exclusive events such as celebrity parties, movie premieres, and award shows which are available only to members.
- **Access to password-protected VIP Calendar:** You will receive your own personal login ID and password for exclusive VIP Calendar, which provides a user-friendly interface to research and plan your social schedule at your own convenience.
- **VIP access to the hottest nightclubs and parties:** VIP Concierge will keep you up to date on what’s hot and what’s not. We have connections that will make sure you’re at the hottest night spot on any given day of the week. *Bottle reservations not necessary.*
- **Restaurant Reservations:** VIP Concierge works with a select group of the finest restaurants to ensure a flawless evening. Whether entertaining clients or just looking for a great dining experience, VIP Concierge has you covered.
- **Personal Concierge 24/7 globally*:** If you’ve ever envied celebrities with their personal assistants than look no further. Think of this as time share personal assistants. VIP Concierge has a professional and experienced staff waiting to fulfill your every whim. No job is too great or too small.
- **Event Planning**:** Planning a special event or corporate excursion, our expert staff will be there every step of the way making certain that even the smallest of details are perfect.

**Personal Concierge Services: per request charge of \$30/request (1 hour) will be charged to your account. Requests requiring more than 1 hour will be billed at the rate of \$30/hour. Out of office requests will be billed at \$55/hour.*

***Event Planning: Additional charge dependent upon event.*

VIP Concierge Luxury Lifestyle Management by VIP Concierge

RATES AND FEE SCHEDULE

Annual Membership Fee:

- The Inner Circle.....\$2,850
- The Executive.....\$7,500
- The VIP*.....\$18,500

* By Invitation only

Membership fees are billed annually and due upon application.
Credit Card authorization on file is required.

Request Fees:

- 60 Minutes.....\$30
- Out-of-Office Services.....\$30/hour

In addition, you will be billed for any purchases made by us at your request.

VIP Concierge Luxury Lifestyle Management

APPLICATION

Primary Member Name

First _____ Last _____

Initial _____ birthday _____ / _____

Secondary Member Name

First _____ Last _____

Initial _____ birthday _____ / _____

Home Address

Street _____

City _____ state _____ zip _____

Business Address (optional)

Business name _____

Street _____

City _____ state _____ zip _____

Contact Number(s)

Home _____ - _____ - _____

Home Fax _____ - _____ - _____

Office _____ - _____ - _____

Office Fax _____ - _____ - _____

Cell _____ - _____ - _____

Assistant _____ - _____ - _____

Email Address

Primary _____

Secondary _____

Assistant _____

Emergency Contact

Name _____

Phone _____ - _____ - _____

Children

Name _____

Age _____

Birthday ____ / ____

Name _____

Age _____

Birthday ____ / ____

Name _____

Age _____

Birthday ____ / ____

Staff

Name _____

Phone _____ - _____ - _____

Pets

Name _____

Breed _____

Name _____

Breed _____

Name _____

Breed _____

How would you like to be contacted?

Home phone home fax office office fax cell email assistant

When would you like to be contacted?

Morning afternoon evening

Special requirements:

Credit card authorization

I hereby authorize VIP Concierge Luxury Lifestyle Management to charge my credit card below:

Please check appropriate credit card type:

American Express Discover MasterCard Visa

Credit card number _____ 3/4 digit code _____

Exp. Date ____ / ____

Credit card holder (as printed on credit card) _____

Signature _____ Date _____

Specific type of charges, which I authorize my credit card to be used:

Request Fees Membership Fees Other Charges

Authorized users:

Billing address:

Name _____

Street _____

City _____ State _____ Zip _____

Phone _____ - _____ - _____

A LEGIBLE PHOTOCOPY OF THE FRONT AND BACK OF THE CREDIT CARD IS MANDATORY TO AUTHORIZE APPROVAL.

Please fax back to 310-943-6973. Thank you.

VIP Concierge Luxury Lifestyle Management

[Terms and Conditions](#)

Terms and Conditions

The following provisions constitute the terms and conditions of membership with VIP Concierge, Inc. DBA VIP Concierge Luxury Lifestyle Management ("VIP CONCIERGE") agrees to provide the services detailed herein and in exchange for said services Member ("member"), hereby agrees to the following terms and conditions referred to collectively herein as "Terms and Conditions").

Rules

- 1.1 All membership applications are subject to approval by VIP CONCIERGE. VIP CONCIERGE will notify all applicants in the event their membership application has been accepted. Applicants shall not acquire any membership rights or privileges until such time as applicant has been approved and notified of application approval by VIP CONCIERGE.
- 1.2 Member hereby acknowledges that VIP CONCIERGE will be relying on the information provided to VIP CONCIERGE on the Client Profile and the Credit Card Authorization. Inaccuracies in the Client Profile and Credit Card Authorization may result in delay or inaccuracies in the processing of Member Services and shall constitute grounds for cancellation of Membership. Your responsibility to provide accurate information is a continuing obligation, and Member must notify VIP CONCIERGE in the event that any information provided by members changes or becomes inaccurate.
- 1.3 Member assumes responsibility for any and all use of Member's account, including charges associated therewith. Member assumes responsibility for ensuring that no one (other than the member's personal assistant, or other designated person(s) uses member's account

Membership Fees, Cancellations, and Renewals

2.1 The annual membership fee is as follows:

Inner Circle is \$2,850, Executive is \$7,500, and The VIP is \$18,500. Membership shall include one member plus a spouse or partner. Member shall be notified of any increase in the current Membership fee within 30 days of any increase. The annual membership fee shall be in addition to any transactional fees and costs charged by VIP CONCIERGE for services provided to member.

- 2.2 Membership fees shall be billed annually. Membership fee due upon application. Member shall thereafter pay membership fees annually in advance.
- 2.3 Membership fees shall be fully refundable within the initial seven (7) days of membership of membership. Thereafter, membership may be cancelled at members request with a full refund of the remaining balance due prorated from cancellation date to end of membership term
- 2.4 For out of office services performed at the request of the member, member shall be charged a sum of Thirty dollars (\$30.00) per hour, for time used to complete the requested service ("service fees").
- 2.5 Member acknowledges that during the course of performing requested services for Member, VIP CONCIERGE may incur certain costs and expenses, including but not limited to costs associated with the purchase of merchandise for member. Members agree to reimburse VIP CONCIERGE for all costs and fees incurred by VIP CONCIERGE in the course of providing Member with services.
- 2.6 Member authorizes VIP CONCIERGE to deduct annual membership fees based on a quarterly basis by credit card indicated on Member's credit card authorization. Member further authorizes VIP CONCIERGE to deduct service fees and costs by credit card indicated on Member's Credit Card Authorization on the day or next business day following the charges being incurred.
- 2.7 VIP CONCIERGE reserves the absolute right to cancel or suspend membership (at its sole discretion) for any reason whatsoever. If VIP CONCIERGE cancels your membership, it shall refund the prorated balance of the annual membership fee for the remainder of the membership year paid. Member acknowledges that any and all fees accrued through the date of member's cancellation shall have been earned by VIP CONCIERGE and shall not be refunded to member.

Membership Confidentiality

- 3.1 During the course of member's application to VIP CONCIERGE and VIP CONCIERGE providing services to member, member acknowledges that VIP CONCIERGE shall be collecting certain private and confidential information from member in order to better serve member's request.
- 3.2 VIP CONCIERGE agrees to take responsible measures to ensure the confidentiality of the information collected from member and acquired through the course of providing member services.

Using Your Membership

- 4.1 Membership hereby agrees to direct all requests for services to VIP CONCIERGE through the contact number provided by VIP CONCIERGE, or such other contact information which VIP CONCIERGE may provide to member from time to time. Requests for services shall only be accepted once member's application has been approved and the initial membership fee received.
- 4.2 VIP CONCIERGE agrees to provide concierge services to members upon request. Concierge services provided by VIP CONCIERGE shall be limited to arranging any lawful personal service, including but not limited to, provision of information, access to events, activities and venues, personal goods and services.
- 4.3 VIP CONCIERGE reserves the right to withdraw any of these services and/or to refuse to supply the services requested without prior notice to member
- 4.4 If VIP CONCIERGE is unable to fulfill any request, it will inform member as soon as reasonably practical.
- 4.5 Member hereby acknowledges that VIP CONCIERGE shall be acquiring certain goods and services from third parties on behalf of member ("suppliers"). Suppliers are responsible for providing member with the services products, and benefits selected by member. VIP CONCIERGE will communicate with suppliers on your behalf unless it is more appropriate for member to contact the supplier directly or if such direct contact may be required by the supplier.
- 4.6 Member acknowledges that suppliers may impose their own terms and conditions and member shall be required to comply with terms and conditions as applied by the suppliers.

- 4.7 Member represents that all details provided to VIP CONCIERGE for the purpose of booking, ordering, or purchasing products or services are correct, that the payment method indicated on member's credit card authorization is his/her own and that there are sufficient funds to cover the cost of the product or service requested.
- 4.8 Unless otherwise agreed by the supplier, member shall not be entitled to cancel any services requested where, on your instructions, performance has already begun.

Liability

- 5.1 VIP CONCIERGE warrants to member that VIP CONCIERGE shall use reasonable efforts to provide the services with reasonable care and skill and, as far as reasonable and possible, in accordance with your request and instructions. Where VIP CONCIERGE supplies member with any goods or services supplied by a third party, then VIP CONCIERGE is acting as your agent in sourcing the goods and services. VIP CONCIERGE will use reasonable care in selecting the supplier and ensuring the order is placed in accordance with your wishes. Member is deemed to be responsible for, and shall use member's own skill and judgment as to, the quality, value, and suitability of such information and suggestions in relation to deciding whether to enter into any contract with any third party for the supply of services or sale of goods and whether to engage VIP CONCIERGE to supply said services on behalf of member.
- 5.2 Member's contract for the purchase of products or services is made with the relevant supplier only. VIP CONCIERGE acts as an agent for the member in the acquisition of goods and services and VIP CONCIERGE makes no representations or warranties regarding any product or service acquired for or on behalf of member. Any claims relative to member's dissatisfaction with any product or service member agrees to direct to the appropriate third party supplier and member agrees to hold VIP CONCIERGE and its employees harmless for any and all loss, damages, or injury associated with member's dissatisfaction.
- 5.3 Member acknowledges that VIP CONCIERGE shall be acting as an agent of member only to the extent detailed in this agreement. Member further acknowledges that VIP CONCIERGE does not produce or manufacture any products but solely acts as a facilitator between Member and supplier. VIP CONCIERGE will, however, do everything it reasonably can to assist member in any dealings member has with the supplier.
- 5.4 Member agrees that any contract entered into by member with any of the suppliers is an independent contract from any agreement between VIP CONCIERGE and member. VIP CONCIERGE hereby disclaims any and all liability for any act or omission of any supplier or any loss incurred by member as a result of any act or omission of a supplier whether or not arranged through VIP CONCIERGE.
- 5.5 VIP CONCIERGE accepts no liability for any losses or claims arising from any inability to complete a transaction, provided such inability is caused by factors reasonably outside of the control of VIP CONCIERGE.
- 5.6 Except for resulting death and personal injury caused by the gross negligence of VIP CONCIERGE or as expressly provided for in the provision of the services or member's reliance upon the information and suggestions provided by VIP CONCIERGE hereunder and the resulting supply of goods and services to Member by any third party.
- 5.7 VIP CONCIERGE shall have no liability to member for any loss, damage, costs, expenses or other claims for compensation arising from requests or instructions supplied by member which are incomplete, incorrect, or inaccurate or arising from their late arrival or non-arrival, or other fault of member.
- 5.8 VIP CONCIERGE shall not be liable to member or be deemed to be in breach of these terms and conditions by reason of any delay in performing, or any failure to perform, any of VIP CONCIERGE's obligations in relation to the services, if the delay or failure was due to any cause beyond VIP CONCIERGE's reasonable control.
- 5.9 Except in respect to death and personal injury, and subject to the provisions of these terms and conditions, VIP CONCIERGE's maximum liability to member for breach of any of its obligations hereunder shall be limited to the value of the annual membership fee. In no event shall VIP CONCIERGE or its employee's be liable for consequential damages relating in any manner to services provided or to be provided by VIP CONCIERGE to member.

Changes to these Membership rules

6.1 VIP CONCIERGE may vary these terms and conditions from time to time and will notify member of any changes in a timely manner. Notification will be by some or all of the medium:

- 6.1.1 Email
- 6.1.2 Regular mail, certified mail, or overnight carrier
- 6.1.3 Your continued use of your membership constitutes acceptance of the altered terms and conditions.

Applicable law and jurisdiction

These terms and conditions and your membership with VIP CONCIERGE are governed by the State of California and are subject to the exclusive jurisdiction of the courts of the State of California

Notice

Please direct all communication, including requests for services as follows:

Email: membership@thevipconcierge.com

Phone: 866.847.4382

Fax: 310.606.2071