VELVET DRIVERS – WEB DEVELOPER CHECKLIST

1. Corporate Account Registration (New Section)

Create a new button in the menu called "Corporate Accounts".

Corporate Account Registration Form including:

- Company and billing details.

- Primary contact and accounts contact.

- Approved passenger list.

- Agreement to 14-day terms.

- Corporate login creation.

2. Corporate Portal (Dashboard)

- Allow corporate users to book rides, view bookings, download invoices, update billing details.

3. Client Booking System (Individual Clients)

- Confirmation email + SMS.

- Payment options: card link, bank transfer, corporate billing.

- No cash unless pre-booked only.

4. Driver Portal

- Driver login, job acceptance, document uploads, weekly earnings.

5. Back-End Operator Dashboard (Admin Panel)

- Manage bookings, drivers, vehicles, corporate accounts.

- Export records, update payment status.

6. Website Legal Pages

- Passenger T&Cs;, Driver T&Cs;, Privacy Policy, GDPR, Cancellation Policy, Complaints, Lost Property, Booking & Dispatch Policy.

7. Technical Requirements

- SSL, encrypted login, GDPR-compliant storage, export logs to Excel/PDF.

8. Corporate Billing System

- Monthly invoice generator, cancellation fees, no-shows, payment tracking, PDF export.