



# EXCHANGE

THE NATIONAL EXCHANGE CLUB

January 7-11, 2008

## SELF PAY AIRPORT TRANSPORTATION SHUTTLE FORM

Destination Planning Corporation • Phone 904-249-3729 • Fax 904-249-3728 • E-mail jtawney@destinationplanning.com

### CHAUFFEURED SERVICE RESERVATION INFORMATION: (Please Print Legibly)

Passenger First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

BILLING Street Address or P.O. Box Number \_\_\_\_\_

BILLING City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Organization/Firm \_\_\_\_\_ E-mail Address \_\_\_\_\_

Travel Contact Phone Number (\_\_\_\_) \_\_\_\_\_ Fax Number (\_\_\_\_) \_\_\_\_\_ Number in Party \_\_\_\_\_

Additional Passenger Names (more than 3, please use an additional form): \_\_\_\_\_

Arrival Date \_\_\_\_\_ Airline \_\_\_\_\_ Flight # \_\_\_\_\_

Flight Arrival Time \_\_\_\_\_ AM/PM Origin Airport \_\_\_\_\_ Arrival Airport \_\_\_\_\_

Departure Date \_\_\_\_\_ Airline \_\_\_\_\_ Flight # \_\_\_\_\_

Flight Departure Time \_\_\_\_\_ AM/PM Departure Airport \_\_\_\_\_

Notes/Special Requests (i.e. dropping off rental car, require seatbelts for infant car seat, etc.) \_\_\_\_\_

**Shared Ride Express Shuttle**

Rate: \$22.00 per passenger/each way

- Pricing is **Inclusive** of parking, service fees and any applicable taxes and is subject to change for 2009.
- Rates based on one-way transfer from Jacksonville International Airport to Hyatt Riverfront Downtown Jacksonville.

### DEPOSIT/GUARANTEE:

**Destination Planning Corporation requires full prepayment to confirm ALL transportation reservations.**

**Please make your payment with one of the following credit cards:** (Please PRINT legibly)

Credit Card:  AMEX  Discover  MasterCard  VISA

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

Cardholder's Name \_\_\_\_\_ Cardholder's Signature \_\_\_\_\_

I authorize Destination Planning Corporation to charge my credit card for the reservation listed above. I understand that if my reservation is not cancelled within 24 hours of the scheduled pickup time or if I do not show up for my transportation reservation, full charges will apply. For cancellations, please call DPC office at 904-249-3729. If you are calling outside of regular business hours M-F 8:30am – 5:30pm EST, please call Anne Urban at 904-699-8704. Please note a \$22.00 fee will apply to ALL cancellations.

### ARRIVAL INSTRUCTIONS:

Proceed outside the front of the ground floor level of the airport to baggage claim B. At pole number 4, someone will assist you with boarding the shuttle.

### DEPARTURE INSTRUCTIONS:

Please have all baggage with you at the Newnan Street Entrance at the Hotel Departure Time provided. A departure representative or your driver will meet you.

**Reservation form should be completed in full and faxed or e-mailed to Destination Planning Corporation no later than 72 hours prior to reservation time. Reservations inside of 72 hours must be called in & a copy of the reservation faxed. CONFIRMATIONS WILL BE RETURNED WITHIN 7 DAYS OF ARRIVING FLIGHT.**

Office Use Only:

\_\_\_\_\_  
Arrival Confirmation Number

\_\_\_\_\_  
Departure Confirmation Number

\_\_\_\_\_  
Hotel Departure Time

**Return Confirmation**