

**SAN JOSE AIRPORT SHUTTLE REQUEST FORM**  
**April 13-19, 2011 (includes Headstart Clinic & early arrivals)**

Please fill out this form **ONLY** if you need shuttle service.  
E-mail filled out form as attachment to: [rachel.williams@mounthermon.org](mailto:rachel.williams@mounthermon.org)  
or fax to Rachel Williams, (831) 335-9413.

***MUST BE SUBMITTED NO LATER THAN APRIL 11, 2011***

**April 13, Headstart Clinic:** Choose flights to arrive **Wednesday, 12:00-4:00pm.**  
Clinic starts with 6:00 dinner.

**April 14, Early Arrivals & Faculty:** Choose flights to arrive **Thursday, between 11:30am-5:00pm.**

**April 15, Conference:** Choose flights to arrive **Friday, before 11:30am.**

Conference starts at noon on Friday.

**PLEASE KEEP THIS PORTION WITH YOU ON YOUR TRIP**

- Terminal "A" arrivals (American, Continental, Hawaiian, JetBlue, Mexicana, United & US Air):  
**Congregate at Carousel #4** in Baggage Claim and look for a person with Mount Hermon sign.
- Terminal "B" arrivals (Alaska, Delta, Horizon, Southwest): **Congregate at Carousel #3** in Baggage Claim and look for person with Mount Hermon sign.

If you miss your flight or it is delayed in any way, call the Mount Hermon Front Desk,  
(831) 335-4466, and ask to be transferred to our transportation chairman.

*If voice mail picks up, leave a detailed message with a cell phone number where you can be reached.*



**FLIGHT INFORMATION FOR SHUTTLE SERVICE**

Mount Hermon Christian Writers Conference  
April 13-19, 2011 (includes Headstart & early arrivals)

Registration # \_\_\_\_\_ E-Mail \_\_\_\_\_

Name \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

**ARRIVAL:** Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM

**AIRLINE:** \_\_\_\_\_ Flight # \_\_\_\_\_ Coming from what city? \_\_\_\_\_

**DEPARTURE:** Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM

**AIRLINE:** \_\_\_\_\_

List anything we need to know that will affect your shuttle service, such as physical disability or extra equipment or baggage you are bringing: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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