

SHUTTLE REQUEST FORM
MINETA SAN JOSE INTERNATIONAL AIRPORT
March 28-April 3, 2012 (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
or fax to Rachel Williams, (831) 335-9413.

MUST BE SUBMITTED BY March 25, 2012

March 28, Head Start Clinic: Choose flights to arrive **Wednesday, 12:00-4:00pm.**
Clinic starts with 6:00 dinner.

March 29, Early Arrivals & Faculty: Choose flights to arrive **Thursday, between 1:30-5:00pm.**

March 30, Writers Conference: Choose flights to arrive **Friday, March 29, before 11:30am.**
Conference starts at noon.

PLEASE KEEP THIS PORTION WITH YOU ON YOUR TRIP

- Terminal "A" arrivals (American, Continental, Hawaiian, JetBlue, United, US Air): **Take Inter-terminal Shuttle from A to B Terminal. Baggage Claim Carousel #3, 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 for any reason, call our Transportation Chairman, Bob Hodgson, at 928-593-9280, OR the Front Desk at Mount Hermon, 831-335-4466, to let us know.

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



2012

FLIGHT INFORMATION FOR SHUTTLE SERVICE

Mount Hermon Christian Writers Conference

Faculty Members' Name _____

E-Mail _____ 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: _____

