



## **Rocky Mountain Association of Fairs 2019**

We appreciate the opportunity to provide ground transportation for you between the Salt Lake Airport and the Davis County area, November 2019. Since 1991 Express Shuttle has been serving customers all along the Wasatch front.

**SCHEDULING A RESERVATION:** Please make reservations at least 24 hours in advance. Go to our website: [www.ExpressShuttleUtah.com](http://www.ExpressShuttleUtah.com) and select: **Make a Reservation**. Click: **Group Code Tab** and type in: **ConferenceDavis** and continue to make your reservation.

**SCHEDULING A RESERVATION WITH A RESERVATIONIST:** Call 801-596-1600 choose option 1. Please make reservations at least 24 hours in advance. Passengers must tell the reservationist they are with the Rocky Mountain Association of Fairs 2019 and use the **Group # 51350** in order to receive the discounted rate.

### **DISCOUNTED TRANSPORTATION PRICING BREAKDOWN:**

Shared Shuttle \$33.00 for the first person, each additional is \$13.00 per person up to a total of 6 passengers per reservation, one-way. Our vans hold 6 passengers maximum. This rate structure is per reservation, not per vehicle, so if two separate reservations get loaded together on the same van, both reservations are individually paying a minimum of \$33.00 each.

Please note that our rates do not include gratuities, but we encourage that you notify your customers (possibly via confirmation) that gratuities are not included but much appreciated by our drivers.

The shared shuttle departs the airport hourly at the bottom of the hour and hourly from the Davis County area

\*There may be an additional charge for passengers who check in after 12:30am at the airport and for passengers who depart before 4:00am.

### **PLEASE HAVE THE FOLLOWING INFORMATION READILY AVAILABLE BEFORE BEGINNING THE BOOKING PROCESS:**

- First and Last name of person traveling with us
- Cell phone number
- Email Address (so we may send a confirmation)
- Arrival and Departure dates
- Arrival and Departure Flight Info (airline, flight #)
- Lodging location

Once your reservation has been completed, a confirmation number will be assigned and emailed to you. Please keep this number handy for any changes that may need to be made.

**ARRIVAL INSTRUCTIONS:** Upon arriving at the Salt Lake City International Airport, proceed to the Express Shuttle desk, located inside the terminal next to the baggage claim. In Terminal #1, we are located across from baggage claim #2; in Terminal #2 we are across from baggage claim #6. Check in with the representative. The shared shuttle departs hourly at the bottom of the hour. The last shared shuttle departs at 12:30am. If there is a delay Express Shuttle will still provide transportation for an additional surcharge.

**DEPARTURE INSTRUCTIONS:** Plan to depart for the airport at least 2-3 hours prior to your flight. Passengers need to be ready in the lobby of the hotel at the suggested pick up time, although there is a 30-minute window for the driver. For example, a shared shuttle picks up for 7:30am no later than 8:00am; the passengers will need to be ready to depart at the 7:30am and the driver will pick them up between 7:30am and 8:00am (this shuttle arrives at the airport between 9:00am and 9:15am).

**CANCELLATION POLICY:** Cancellations must be made 24 hours in advance of scheduled pick-up. Cancellations received within 24 hours are non-refundable.