

APPLICATION FOR TAXI TRANSFER SERVICE

NAMES				Maximum three passengers per taxi – Please state Mr or Miss			
Passenger 1 (name and mobile phone number)							
Passenger 2 (name and mobile phone number)							
Passenger 3 (name and mobile phone number)							
Date of flight arrival in the UK				Time of arrival 24 hour clock			
Airport of Entry:				Terminal			
Flight Number							
Departing from:		Country		Airport			
Take to this address:							
Passenger 1 - Address							
Passenger 2 - Address							
Passenger 3 - Address							

Taxi booking details:	
Taxi company	Your taxi will be booked with: HELENS AIRPORT CARS
Telephone No.	01243 868999
NB	<p><u>Once landed, please make sure you turn on your mobile phone</u> The driver will meet you at the Arrivals Information Desk and will carry a sign with both your name written on it and the name Helens Airport Cars.</p> <p><u>PLEASE ENSURE THAT YOU ONLY APPROACH THE DRIVER CARRYING THE NAME OF THE ABOVE TAXI COMPANY. WE CANNOT BE RESPONSIBLE SHOULD YOU APPROACH ANOTHER DRIVER.</u></p> <p>Should you be delayed in any way after disembarking from the plane please contact the taxi company on the above number immediately (Do not contact the college)</p> <p>The driver will attempt to locate you via the airline carrier and will wait for 75 minutes after you should have cleared immigration. They will then contact their main office to see if there has been any message from you or your agent to explain your absence. The driver will only leave the airport after making all the above checks.</p>
	For current prices, please see our taxi transfer fees document
Chichester College will invoice you for this service – you will not need to pay the taxi driver	

Note to agents: please ensure that all passengers are given a copy of this form once booking is confirmed