

## Unaccompanied Minor - Guardian Contact Form

Date: \_\_\_\_\_ Pick-up time: \_\_\_\_\_

Child's name: \_\_\_\_\_ Child's Age: \_\_\_\_\_

Departure Point/Address: \_\_\_\_\_

Arrival Point/Address: \_\_\_\_\_

### Request for Carriage

I, the undersigned Guardian of the minor, agree to and request Unaccompanied Minor Service for the minor and certify that the information I am providing is accurate.

I confirm that I have arranged for the minor to be met upon arrival by the Guardian named below. Should the minor not be met as stated below, I authorize the carrier to take whatever action they consider appropriate to ensure the minor safe custody, including returning the minor to the point of departure at your expense.

I agree to indemnify and hold harmless the carrier from and against all claims resulting from taking such action and to reimburse the carrier for any reasonable costs incurred in taking such action.

I, the undersigned, have read and understand the **Rules for Children Traveling Alone**.

Departure Point Guardian: \_\_\_\_\_  
Printed Name Date

\_\_\_\_\_  
Signature

***If applicable:***

Arrival Point Guardian: \_\_\_\_\_  
**Photo ID Required** Printed Name Date

\_\_\_\_\_  
Signature

<b>Contact Person</b>	<b>Primary Phone</b>	<b>Alternate Phone</b>	<b>Emergency Contact</b>
Departure pt. guardian			
Arrival pt. guardian			

## **Unaccompanied Children Traveling**

Passengers between the ages of 8 and 15 years of age inclusive, may travel unaccompanied at full adult fare on exclusive, private service if the following conditions are met in their entirety:

- The passenger's trip will begin and end without transfers
- The passenger's trip will be no longer than five hours in duration
- The passenger's trip must take place during daylight hours
- Parent, Guardian or Legal Custodian of the child must complete and sign the Unaccompanied Child Form authorizing the child to make the trip and return. This form must be completed and returned to Shuttle Express prior to the trip. This form specifically names the person authorizing the trip and the person meeting the child at the destination point and the telephone number in the event it is needed. In order for the child to be released at the destination, the person named on the Unaccompanied Child Form as the one meeting the child must have positive picture identification, such as a driver's license or state issued identification card, and provide such to the driver at the destination point. Without such identification, child will be taken to the origination guardian as listed on the Unaccompanied Child Form and appropriate charges will be assessed
- The divider between the guests and driver shall remain open at all times a minor is on the vehicle.
- The Guardian must stay at the departing location until the coach has left.
- If chauffeur is required to escort unaccompanied minor to an airline check-in point, an additional charge of \$50 will be assessed.

In any of the conditions are not met, the passenger must be accompanied by a passenger at least 16 years of age or older in order to travel.