

## GROUND TRANSPORTATION RESERVATION FORM

2416 W. Victory Boulevard, #614  
Burbank, CA 92651

Phone: (818) 953-5020  
E-mail: [reservations@scsglobaltrans.com](mailto:reservations@scsglobaltrans.com)

Reservations

passenger information	FIRST NAME		MI	LAST NAME	
	ADDRESS LINE 1				
	ADDRESS LINE 2				
	CITY		ST	ZIP	E-MAIL
HOME PHONE		WORK PHONE		CELL PHONE	
arrival information	DEPARTURE DATE	AIRLINE		FLIGHT No.	SPECIAL REQUEST(S)
	DEPARTURE CITY		DEPARTURE TIME	# of PASSENGERS	
	ARRIVAL CITY		ARRIVAL TIME	GOLF CLUBS?	ARRIVAL CHARGES
return information	DEPARTURE DATE	AIRLINE		FLIGHT No.	SPECIAL REQUEST(S)
	DEPARTURE CITY		DEPARTURE TIME	# of PASSENGERS	
	ARRIVAL CITY		ARRIVAL TIME		RETURN CHARGES
payment info	PAYMENT TYPE	REMARKS			
	<b>Total Charges:</b>				

This is an agreement between **Summit Transportation** and the above listed client, for ground transportation. Please be advised, in order to avoid penalties and fees, any changes or cancellations to your reservation must be made **no less than 4 hours** prior to your scheduled trip. In the event of a flight cancellation, unless Summit Transportation is contacted to re-schedule with the correct flight information, Summit will consider this reservation cancelled and will not dispatch a driver/car.

