



## AIRPORT LIMOUSINE SERVICE RESERVATION

The staff at Leisure Travel Services will notify you whether the service is available by the "requester needs confirmation by" date listed. You must submit this completed form two weeks prior to the reservation date. Due to limited drivers and vehicles, the service is NOT guaranteed.

From	To/From	Prices	
Zama/SHA/Depot	Narita Airport	One way \$215	Round Trip \$430
	Haneda Airport	One way \$175	Round Trip \$350
	Yokota Air Terminal	One Way \$140	Round Trip \$280
	Sagami-Ono	One Way \$25	Round Trip \$50

## LIMOUSINE SERVICE AGREEMENT

- The full fee for service between Narita/Haneda/Yokota/Sagami-Ono and Zama/SHA/Depot/Yokota/Sagami-Ono must be paid once reservation is confirmed.
- All cancellations and changes must be made at least 96 hours prior to the scheduled date to receive a full refund. Any cancellations made after 96 hours will not receive a refund.
- Changes to upcoming weekend\* limo reservations must be made prior to Friday at 1500.
- Alcohol and smoking are prohibited in the vehicles at all times, no exceptions!
- Due to the heavy traffic conditions, limo driver may not arrive at the time designated on the request.
- Upon arrival, driver will be located after customs with a sign bearing the passenger's name.
- If the driver does not arrive at the designated area within 30 minutes after the requested time, please contact our office at: **DSN 263-4405/3621 or 046-407-4405.**

By signing below, I confirm that I have read and understand this agreement. I accept this agreement:

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Camp Zama Leisure Travel Services**

**DSN Phone: 263-4405/3621**

**\* From Off-Base: 046-407-4405**

**Business Hours: Monday through Friday 0800-1700**

\* Any reservation for limo service between Friday at 1500 - Monday at 0800.



## Airport Limousine Request Form

Today's Date:

Staff Initial:

Name of Requester:

Duty Phone :

Home Phone :

Cell Phone:

E-mail Address:

Name of Individual Responsible for Payment:

**GOING TO NARITA/HANEDA/YOKOTA/SAGAMI ONO STA.**

**DESTINATION: NARITA • HANEDA • YOKOTA • SAGAMIONO**

PICKUP PLACE:

PICKUP DATE:

PICKUP TIME (12:00):

NUMBER OF PASSENGERS:

NUMBER OF BAGS:

DROP OFF POINT:

NUMBER OF PETS:

KENNEL SIZE:

### FLIGHT INFORMATION

AIRLINE:

FLIGHT NUMBER:

DEPARTURE DATE:

DEPARTURE TIME (12:00):

TERMINAL NUMBER:

**DESTINATION: CAMP ZAMA • SHA • DEPOT • SAGAMIONO**

PICKUP PLACE:

PICKUP DATE:

PICKUP TIME (12:00):

NUMBER OF PASSENGERS:

NUMBER OF BAGS:

DROP OFF POINT:

PASSENGER'S LAST NAME:

NUMBER OF PETS:

KENNEL SIZE:

### FLIGHT INFORMATION

AIRLINE:

FLIGHT NUMBER:

DEPARTURE DATE:

DEPARTURE TIME (12:00):

TERMINAL NUMBER:

The driver will wait for the passenger(s) at the information desk in the arrival lobby at the designated arrival time with the passenger's surname on a sign. If you are unable to meet the driver at the pick area at the designated time, **please call:**

**Leisure Travel Services: 263-4405/263-3621**

**Off base: 046-407-4405/3621**

**Monday through Friday: 0800 until 1700 (5:00pm)**

**Closed on ALL U.S national holidays**

**Please submit completed form to**

**kayo.yoshida2.ln@mail.mil**