SUPERSHUTTLE

NEW YORK

ARRIVAL PROCEDURES

SuperShuttle Shared-Ride, Private Van and ExecCar Service

Reservations are to be booked online with this group code: 3JEJ4

To book online, go to www.supershuttle.com.

- On the Welcome page, enter "**3JEJ4"** in the Group/Discount code box
- On the Itinerary tab, add your roundtrip itinerary
- On the Address tab, enter "the address"
- On the Service tab, select "Shared Ride Van Service"
- On the Pick-Up Times tab, select the first time offered for fastest service
- On the Payment tab, select Credit Card under payment type
    - Enter desired gratuity
- On the Review tab, check your entries for correctness
- On the Confirmation tab, **please print TWO copies**, since you will be using SuperShuttle for a roundtrip transfer

Upon arrival into any New York City Airport.

1. Claim your luggage.
2. Follow signs to the Ground Transportation Information desk in baggage claim, (lower level).
3. Guests should locate the courtesy phone next to Ground Transportation Desk. Press the appropriate button marked "SuperShuttle" to be connected with dispatch. Identify yourself and give your confirmation number.