



The Language Company

Airport Transportation Request

STUDENT _____

Full Name

Cell Phone

Yes No


Are you under 18 years of age?

Select **YOUR AIRPORT** for transportation:

TLC CENTER	<input checked="" type="checkbox"/>	AIRPORT (CODE)	PRICE*	TLC EMERGENCY CONTACT INFORMATION
CHARLESTON	<input type="checkbox"/>	Indianapolis International Airport (IND)	\$150	A. Lauren (Cell & WhatsApp): 816-863-3488 B. Kendra (Cell & WhatsApp): 217-218-3481 C. School: 217-345-4020 (8am-5pm Mon-Fri) Email: tlcccharleston@thelanguagecompany.com
	<input type="checkbox"/>	O'Hare International Airport (ORD)	\$250	
DALLAS/ FORT WORTH	<input type="checkbox"/>	Dallas/Fort Worth International Airport (DFW)	\$100	A. Frank (Cell & WhatsApp): 580-220-9410 B. School: 817-531-2991 (8am-5pm Mon-Fri) Email: tlcdfw@thelanguagecompany.com
EDMOND	<input type="checkbox"/>	Will Rogers World Airport (OKC)	\$75	A. Robbie (Cell & WhatsApp): 405-596-3565 B. School: 405-341-2125 (8am-5pm Mon-Fri) Email: tlcedmond@thelanguagecompany.com
FORT WAYNE	<input type="checkbox"/>	Fort Wayne International Airport (FWA)	\$75	A. Derek (Cell & WhatsApp): 567-674-5311 B. School: 260-480-4141 (8am-5pm Mon-Fri) Email: tlcfortwayne@thelanguagecompany.com
	<input type="checkbox"/>	Indianapolis International Airport (IND)	\$200	
KIRKSVILLE	<input type="checkbox"/>	Kirksville Regional Airport (IRK)	\$75	A. Alatheia (Cell & WhatsApp): 660-349-8747 B. School: 660-627-6001 (8am-5pm Mon-Fri) Email: tlckirksville@thelanguagecompany.com
	<input type="checkbox"/>	Kansas City International Airport (MCI)	\$250	
ORLANDO	<input type="checkbox"/>	Orlando International Airport (MCO)	\$75	A. Lindsay (Cell & WhatsApp): 407-455-0555 B. Homestay: 912-293-9795 C. School: 407-859-5444 (8am-5pm Mon-Fri) Email: tlcorlando@thelanguagecompany.com
SOUTH BEND	<input type="checkbox"/>	South Bend International Airport (SBN)	\$75	A. Jeremiah (Cell & WhatsApp): 574-326-2584 B. Homestay: 574-386-3559 C. School: 574-287-3622 (8am-5pm Mon-Fri) Email: tlcsouthbend@thelanguagecompany.com
	<input type="checkbox"/>	O'Hare International Airport (ORD)	\$225	
TOLEDO	<input type="checkbox"/>	Detroit Metropolitan Airport (DTW)	\$125	A. Emily (Cell & WhatsApp): 419-236-8971 B. Homestay, Emily 440-539-2222 C. School: 419-537-8810 (8am-5pm Mon-Fri) Email: tlctoledo@thelanguagecompany.com
	<input type="checkbox"/>	Toledo Express Airport (TOL)	\$75	
WEATHERFORD	<input type="checkbox"/>	Will Rogers World Airport (OKC)	\$100	A. Robbie (Cell & WhatsApp): 405-596-3565 B. School: 405-341-2125 (8am-5pm Mon-Fri) Email: tlcedmond@thelanguagecompany.com

*Price is for one person, one way. Students under 18 may incur additional fees if special assistance is required.

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Pick me up. I'm arriving. 

Drop me off. I'm departing. 

ARRIVAL INFORMATION

Day of Week

Month, Day

Time (AM/PM)

FLIGHT INFORMATION

Airline

Flight Number

Arriving From (City)

WHERE WILL WE TAKE YOU?

University Dorms

Homestay

Other

USA Address (where you will live)

City

Miss your flight? Flight delayed? Flight cancelled? CALL TLC phone # on page 1!

You must call TLC if your arrival time or date changes or if you miss your flight. You may be charged an additional fee if you fail to notify us in advance of any changes to your arrival time or date. *Keep a copy of this form with you while traveling, so that you have the phone numbers available.*

TERMS AND CONDITIONS

- **The airport transportation fee is paid once per person, per way.**
- We will not arrange transportation until we receive this completed form and the corresponding payment.
- Do not submit this Airport Transportation Request until you have confirmed your arrival date.
- **We request that you include your flight itinerary when submitting this form if possible, to facilitate the transportation process.**
- We cannot guarantee airport transportation service that is not scheduled at least one week prior to your arrival. **It is recommended that you submit this form two weeks prior to your scheduled travel.**
- **If you miss a connecting flight**, please notify the emergency contact listed on page 1, and give us your new arrival information. WhatsApp and cell phones may receive texts or calls. **If you are unable to reach the school**, call or text the other numbers on page 1 or the number given to you after confirming your airport transportation. If you do not notify TLC of any changes, you may be charged an additional fee.

STUDENTS UNDER 18 YEARS OF AGE: A parent or guardian must sign if student is under the age of 18. Additional fees and information may be required for unaccompanied minors and for underage student airport drop-off. Contact the TLC center for details.

I understand that additional fees may be charged for students traveling under the age of 18.

By signing below, you agree to the terms listed in this Airport Transportation Request, and you are releasing TLC and the person who transports you from any and all future claims and charges.

Student Print Name

Student Signature (or parent/guardian if under 18)

Date

Submit this form to TLC by email or in person. Emails are listed on page 1.