**Reservation Request Form for NARA**

Ritz-Carlton Laguna

**(Please Fill in Form)**

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| **Ground Transportation Form**  ***Please Fax or Email the Completed Form to****:* ***Email****: Groups@best-vip.com /* ***Fax****: (949) 522-8435* | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | |
| **Customer/Passenger Information** | | | | | | | | | | | | | | |  |
| Name: | | |  | | | | | | | | | | | |  |
| Company: | | |  | | | | | | | | | | | |  |
| Address: | | |  | | | | | | | | | | | |  |
| Office Phone Number: | | |  | | | | | | | | | | | |  |
| Cell Phone Number: | | |  | | | | | | | | | | | |  |
| Email Address: | | |  | | | | | | | | | | | |  |
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| **Billing Information:**  ***Secure credit card link will be sent by email upon booking to confirm*** | | | | | | | | | | | | | | | |
| **Transportation Rates for SEDAN Service.**  **Fuel Surcharge and Tolls are included in pricing. Discretionary gratuity is NOT included.** | | | | | | | | | | | | | | | |
| **Airport Name:** | | | | | **Arrival Cost:** | | | | | | | **Departure Cost:** | | | |
| SNA – John Wayne Airport: | | | | | $181.86 | | | | | | | $178.86 | | | |
| LGB – Long Beach Airport | | | | | $222.36 | | | | | | | $216.36 | | | |
| LAX – Los Angeles International Airport:  *\*International arrivals have an additional* ***$30.00*** *Customs fee* | | | | | $274.80 | | | | | | | $262.80 | | | |
| **Hotel Information** | | | | | | | | | | | | | | | |
|  |  | | | | | | Ritz Carlton Laguna | | |  | | | |  | |
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| **Transportation Needs:** | | | | | | | | | | | | | | | |
| **Arrival Information:** *All flights are met in the baggage claim area* | | | | | | | | | | | | | | | |
| Passenger Name | | Airport | | Airline | | Flight # | | | Date | | Time | | # of Passengers | | |
|  | |  | |  | |  | | |  | |  | |  | | |
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| **Departure Information**  *(We Suggest a Hotel Departure time 2 hours prior to flight time for flights out of SNA, 3 hours prior for LAX domestic and 4 hours prior for LAX international flights)* | | | | | | | | | | | | | | | |
| Passenger Name | | Airport | | Airline | | Flight # | | | Date | | Time | | # of Passengers | | |
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