

Phone #(321) 784-4800  
Fax #(321) 784-4812

Please fill out **all** of the necessary fields below. You may use your "TAB Key" to navigate through the form.  
Once you have completed the form, please save it to a location that you can easily retrieve it from and attach it to an e-mail back to us.  
E-mail the completed form to [Shuttle@courtyardcb.com](mailto:Shuttle@courtyardcb.com) If you are having problems with the form please contact us at (321) 784-4800 .

Once we receive your Itinerary back it will be forwarded to Cocoa Beach Shuttle for confirmation. They will then e-mail you a confirmation letter that you will need in order to board the shuttle. It will also contain information about where to meet the shuttle once you have landed. **Please note we must have a cell phone number for Shuttle Service to contact you in case of emergency.**

GUEST NAME  CONFIRMATION NUMBER

CELL NUMBER   
(numerical characters only)

Group Name  
(If applicable)

EMAIL

ARRIVAL DATE  AIRPORT  # OF GUESTS  DROP OF LOCATION: Courtyard Cocoa Beach

AIRLINE  FLIGHT #  ARRIVAL TIME

*There is an additional charge of \$25 for pick up at a different airport, other than MCO, and an additional charge of \$25 for pick up before 7AM or after 9PM*

TRANSPORT TO PORT CANAVERAL  IF YES.....DATE

CRUISE SHIP  Cruise Shuttle Times. Please check one  
10:15am 11:15am 12:15pm

**Cruise Shuttles have limited seating. If the time you selected is full you will be assigned to the next shuttle.**

RETURN TRANSPORT TO HOTEL NEEDED  RETURN DATE   
*Additional fee will be applied per person*

DEPARTURE DATE  PICKUP HOTEL OR CRUISE SHIP

AIRLINE  FLIGHT #  DEPARTURE TIME

*There is an additional charge of \$25 for drop off up at a different airport, other than MCO, and an additional charge of \$25 for drop off before 7AM or after 9PM*

**SPECIAL REQUIREMENTS:**

PASSENGER HAS WHEELCHAIR  CAN WHEELCHAIR FOLD UP

# OF BOOSTER SEATS NEEDED  \*Booster Seats based on availability only.

ADDITIONAL INFORMATION:

# OF PASSENGERS  X \$45 PERSON