



### Airport Transfer Request

If you have opted to purchase your own airfare but would like to arrange an airport transfer through Grand Circle Travel or Grand Circle Cruise Line, please fill out the information below and return it to us at least 45 days prior to your tour's departure date. If you have any questions, or would like to purchase an airport transfer, please contact Traveler Support at 1-800-321-2835.

#### Arrival Transfer

Please provide information about the **last leg** of your arrival flight at the start of your tour.

Airline confirmation number	Airline name	Flight number	Departure date	Departure city	Departure time	Arrival city*	Arrival date*	Arrival time
					_____ (am/pm)			_____ (am/pm)

**\*For the Arrival Transfer:** The last leg of your arrival flight must land at the same airport as Grand Circle travelers who purchased included airfare, and transfers are only available the same day that the group arrives. For more details, see the following page.

#### Departure Transfer

Please provide information about the **first leg** of your return flight at the end of your tour.

Airline confirmation number	Airline name	Flight number	Departure date*	Departure city*	Departure time	Arrival city	Arrival date	Arrival time
					_____ (am/pm)			_____ (am/pm)

**\*For the Departure Transfer:** You must depart from the same airport as Grand Circle travelers who purchased included airfare, and transfers are only available the same day that the group departs. For more details, see the following page.

Grand Circle reservation number: \_\_\_\_\_

Tour departure date: \_\_\_\_\_

Traveler(s) name(s): \_\_\_\_\_

Signature: \_\_\_\_\_ Today's date: \_\_\_\_\_

**Please return this form to us via:**

- E-mail: [optionaltransfers@gct.com](mailto:optionaltransfers@gct.com)
- Post: Grand Circle Cruise Line/Grand Circle Travel, Attn: Optional Transfers, 347 Congress Street, Boston, MA 02210

**Please note:** Your flight information must be received no later than 45 days prior to the day of your departure. You are responsible for alerting Grand Circle of any changes or updates to your flight schedule in a timely manner. Please note that failure to provide timely information will result in the loss of your transfer and any funds paid towards this non-refundable service. You must fly into or fly home from the same airport as Grand Circle travelers who purchased included airfare, and transfers are only available the same day that the group arrives or departs - call Traveler Support for details.

## Airport Transfer Availability

Airport transfers are only available on specific dates and for specific airports. To help you determine availability for your trip, we have included some general information below. If you have any questions, or are unsure if you are eligible for an airport transfer, you can also call our Traveler Support team at 1-800-321-2835.

**For most destinations—Europe, Turkey, Russia, China—transfers are available on Day 2 (the DAY AFTER the group departs the U.S.) and on the last day of the trip (the SAME DAY the group returns to the U.S.).** For some destinations, this rule does not apply; these exceptions are noted in the chart below. *Flight and itinerary information is subject to change.*

Destination	Day of Arrival Overseas	Day of Departure Back to the U.S.	Special Notes
Africa	The group arrives on Day 2.	The group departs Africa the day before they return to the U.S. (due to an overnight flight).	
Burma	The group may arrive late on Day 2 or in the very early morning hours of Day 3; transfers are available both days.	Same as the return date listed on your invoice.	You must arrive by 1 am on Day 3 in order to meet the transfer.
Australia and New Zealand	The group arrives on Day 3.	Same as the return date listed on your invoice.	
Costa Rica, Panama, Canada, and the U.S.	The group arrives the same day they depart the U.S.	Same as the return date listed on your invoice.	
South America and Antarctica	Depends on your tour and extensions; call Traveler Support for details.	Depends on your tour and extensions; call Traveler Support for details.	
Turkey	The group arrives on Day 2.	Same as the return date listed on your invoice.	For the post-trip extension on the <i>Crossroads of Turkey</i> tour ONLY: Due the schedule of our flights within Turkey, your return flight must depart Istanbul Ataturk (IST) after 10 am.

*NOTE: Due to the fact that we use your flight information to track your arrival at the start of the tour, it is generally not possible to fly to the start of the tour early and then return to the airport by bus/train/taxi/etc. later for a transfer.*