

AGENCY:

SMS International Shore Operations U.S., Inc.

AGENCY CONTACT:

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Phone: 30-290-3000 v8111

Fax:

786-953-6633

SHUTTLE

EXPRESS:

Refers to Shuttle Express, Inc. - Certificate No. C-975

SALES PERIOD:

WUTC Approval Effective Date 8-21-2016

- December 31, 2016

This service contract is by and between the Agency and SHUTTLE EXPRESS, INC (SE) (collectively the "Parties"). The Parties agree as follows:

#### TERM

Agraement is effective for all sales on and between WUTC Approval Effective Date 6-21-2016 and Dec. 31, 2016.

#### RATE AGREEMENT/NET PRICING

The agreed upon rate for SE services rendered is retail pricing for all areas offered. SE will determine pricing annually. All other SE services will be quoted upon request.

#### PAYMENT

Invoices due upon receipt, net 30 days. We bill for no shows.

#### VOUCHERS/BOOKINGS

All vouchers to indicate whether one way or roundtrip; bookings are to be made in advance with guest arrival times included. If sending manifests, they must be provided at least seven days before service is to be provided.

### INSURANCE

SE, at its expense, will obtain and maintain in full force policies of insurance in the amount required by regulatory bodies including the Port of Seattle and the Washington Utilities and Transportation Commission as a minimum.

SE will defend, indemnify, and hold hamiless AGENCY, its officers, employees, and agents against and from all claims, suits, judgments, losses, demages, fines or costs resulting from any claim, suit or demand by any third party, including but not limited to injuries to or deaths of persons or loss of or damage to property, arising out of the provision of services under this agreement.

Notices under the terms of the agreement will be in writing and sent to the following addresses:

To: SMS International Shore SMS International Shore Operations Shuttle Express, Inc. Name Operations U.S., Inc. U.S. Inc. 800 SW 16th St. Address 1007 N. America Way Ste 505 Renton, WA 98057 Miami, FL 33132 Attn: Sales Dept. Attn: Nora Vega

Initial and return with contract



## **GENERAL PROVISIONS**

- a) All services shall be completed in a good and safe manner, in compliance with all applicable laws.
- b) In the event AGENCY fails to comply with any provisions of this agreement, SE has the option to cease providing services without breach.
- c) SE shall not be liable for any delay due to circumstances beyond its control.
- d) Any changes to this document must be signed by both SE and AGENCY.
- Regulated rates provided are not valid until approved by the Washington Utilities and Transportation Commission.

# **AUTHORITY OF PARTIES**

Each of the undersigned individuals represents and warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of each corporate party indicated below and this Agreement is binding upon said party in accordance with its terms. This agreement is subject to regulatory approval and Shuttle Express will notify AGENCY within 10 days of receiving approval or denial from the Washington Utilities and Transportation Commission.

SHUTTLE EXPRESS, INC.:	SMS International Share Operations U.S., Inc.:
Signature	Signature
(Donita de esson)	ANDRIUS ZICKEVICIUS
Name (please print)	Name (please print)
Sales Directon	DIRECTOR
Title	Title



## **Booking Information**

- Rales are per party for Share Ride, dependent upon number of guests in party, and per vehicle for private
- Book online using the booking portal provided or small the guest manifest to sales@shuttleexpress.net at least seven days before service. Book at least 24 hours in advance for shared and scheduled transfers and at least 72 hours in advance for private service.

## Private Group Transfers (Advance Bookings Required)

Private group transfers and charters are available with advanced bookings. Contact us for pricing. Options include 14-28 passenger mini coaches; 55 passenger motor coaches; town cars, SUVs and times for hourly or point-topoint service.

Email Address: seles@shuttleexpress.net

Mailing Address: 800 SW 16th St., Renton, WA 98057

Phone Number: (425) 981-7000 Fax Number: (425) 981-7053

#### Cancellation policy

Contact us at least 24 hours before service by fax or email to cancel shuttle service. Private non-airport service cancellation policy will be provided upon request. No shows will be billed.

#### Vouchers

A pre-approved direct bill account or pre-paid service is required for wholesale arrival/departure transfers using vouchers. Passenger will redeem voucher with driver or SE staff upon arrival/departure, one voucher per guest, per trip. Important: If using vouchers, please include examples with your signed agreement.

# Voucher language and Guest Information:

- Advanced bookings are required for arrival/departure transfers. One voucher per passenger, per trip.
- Luggage Policy: We allow up to two standard-size checked bags and two carry-ons per guest. Guests with additional luggage must book additional seats for every extra 1-2 checked bags.
- Children under age 16 must be accompanied by an adult.
- Airport transfer rate does not include optional gratuity.

# **Arrival Procedures**

## How to find us at Sea-Tec Airport

Our check-in area is located on the 3rd floor of the parking garage at Sea-Tac Airport. From baggage claim, cross sky bridge #4 to the parking garage, then go down one floor to the Ground Transportation Plaza. Share Ride/Downtown Airporter/Scheduled Service check-in is located in the center of the Ground Transportation Plaza.

#### How to find us at Pier 66;

After leaving the Customs inspection area, turn right and proceed south past the bus area to the sidewalk along the street. Look overhead for the sky bridge. (Do NOT cross the sky bridge.) Our coordinators are located just beyond the sky bridge and the Conference Center entrance.

## How to find us at Pier 91;

After you leave the customs inspection area, the Shuttle Express check-in is located autside the terminal, across the street and at the end of the covered walkway. Our coordinators will check you in and escort you to your vehicle when you are assigned.

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## RATES

**Downtown Airporter Service** 

Retail

Downtown Airporter service (one way) between Sea-Tac Airport and the following downtown Seattle hotels: Renaissance

\$14.40 pp

Fairmont Olympic

 Sheraton Seattle Warwick

 Grand Hyatt Hilton Seattle

. Westin Seattle