

# 2019 VILLAGER TRANSPORTATION FORM Hackensack Sessions

We recommend that you complete this form online in your MyVillage account.

PLEASE COMPLETE **BOTH SIDES OF THIS FORM BEFORE RETURNING TO:**

Transportation Office Phone: (800) 222-4750 ext. 2  
 Concordia Language Villages (218) 586-8600  
 8659 Thorsonveien NE Fax: (218) 586-8601  
 Bemidji, MN 56601 E-mail: viltrans@cord.edu

## YOUR VILLAGER'S INFORMATION:

### CONCORDIA LANGUAGE VILLAGES PASSPORT

Villager Name \_\_\_\_\_

Home Address \_\_\_\_\_

City/State \_\_\_\_\_

Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex: M F

Program \_\_\_\_\_

Session Start Date \_\_\_\_\_

## Important Transportation Information

- Transportation information must be received in the Transportation Office in Bemidji **no less than three weeks before the first day of the session**, even if you will be transporting your villager to and from the Village.
- Transportation options are described in detail in the Transportation section of the Parent Handbook. **Please read the transportation section of the Parent Handbook before finalizing your villager's travel plans.** Information and replacement forms are available on our Web site: [ConcordiaLanguageVillages.org](http://ConcordiaLanguageVillages.org)
- Please completely fill out the Villager Release Documentation and Contact Information for while villager is en route.

## ARRIVAL — How will your villager be traveling to the village?

Cost  
(Circle Price)

<b>CAR</b>	<b>(703) Monday</b> — Villager is being dropped off by parent or guardian at the Village. Plan to arrive between 2 and 4:30 p.m.	<b>\$0</b>
<b>CHARTER</b>	<b>(106) Sunday</b> — Villager is riding <b>chartered transportation from Madison, WI</b> , Comfort Inn, to Minneapolis, MN, staying overnight in the Twin Cities, and riding chartered transportation on Monday to the Village. Loading begins at noon; bus departs at 12:30 p.m. sharp.	<b>\$288</b>
	<b>(107) Sunday</b> — Villager is riding <b>chartered transportation from Tomah, WI</b> , McDonald's, to Minneapolis, MN, staying overnight in the Twin Cities, and riding chartered transportation on Monday to the Village. Loading begins at 2 p.m.; bus departs at 2:15 p.m. sharp.	<b>\$288</b>
	<b>(103) Monday</b> — Villager is riding <b>chartered transportation from our Twin Cities Transportation Center (TCTC)</b> to the Village. Our TCTC is located at St. Catherine University in St. Paul, MN. Located on the east side of campus, on Fairview Avenue South, with the entrance between Randolph Avenue and Hartford Ave. Enter at Gate 4, the Overflow Guest Parking lot will be located on the left (south) side of the road. Loading begins at 9:30 a.m.; departure at 10 a.m. sharp. (Air travelers use option below.)	<b>\$108</b>
<b>AIR</b>	<b>(101) Sunday</b> — Villager is flying into <b>Minneapolis/St. Paul International Airport (MSP)</b> , staying overnight in the Twin Cities, and riding chartered transportation on Monday to the Village. Airline _____ Flight Number _____ Arrival Time _____ <b>Confirmation #</b> _____ Note: Flight should be scheduled to arrive between 1 p.m. and 6 p.m. on Sunday. <b>Are you paying the additional Unaccompanied Minor fee to the airline?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>\$237</b>

Parent/Guardian contact phone number where we can reach you while your villager is en route **TO** the Village

( ) \_\_\_\_\_

**TOTAL PAGE 1** \$

### IMPORTANT VILLAGER RELEASE DOCUMENTATION

In order to ensure the safety of your villager, we require that you provide us with the legal names of all individuals who are authorized to pick up your villager at the Village or any of our transportation hubs: (PLEASE BE SURE TO ALSO NOTE THIS INFORMATION IN YOUR VILLAGER'S PASSPORT)

\_\_\_\_\_  
 \_\_\_\_\_

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## DEPARTURE — How is your villager traveling from the Village?

Cost  
(Circle Price)

<b>CAR</b>	<b>(803) Saturday</b> — Villager is being picked up by parent or guardian at the Village on the last day of the session. Closing programs begin at 10 a.m. and will last approximately one hour. All villagers and visitors should depart the village by 12:00 p.m.	<b>\$0</b>
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<b>CHARTER</b>	<b>(203) Saturday</b> — Villager is riding chartered transportation from the village to our Twin Cities Center Transportation (TCTC). Our TCTC is located at St. Catherine University in St. Paul, MN. Located on the east side of campus, on Fairview Avenue South, with the entrance between Randolph Avenue and Hartford Ave. Enter at Gate 4, the Overflow Guest Parking lot will be located on the left (south) side of the road. Charter will arrive between 1:30-2:30 p.m. (Air travelers use option below.)	<b>\$108</b>
	<b>(206) Saturday</b> — Villager is riding chartered transportation from Village to Madison, WI, Comfort Inn. Bus will arrive between 7:15 and 8:45 p.m.	<b>\$208</b>
	<b>(207) Saturday</b> — Villager is riding chartered transportation from Village to Tomah, WI, McDonald's. Bus will arrive between 5:45 and 6:30 p.m.	<b>\$208</b>

<b>AIR</b>	<b>(201) Saturday</b> — Villager is flying out of Minneapolis/St. Paul International Airport (MSP)	<b>\$149</b>
	Airline _____ Flight Number _____ Departure Time _____	
	Confirmation # _____ Note: Flight may only be scheduled to depart between 3:30 and 7:30 p.m. on Saturday.	
	Are you paying the additional Unaccompanied Minor fee to the airline? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	<b>(208) Sunday</b> — Villager is riding chartered transportation to the TCTC on Saturday, staying overnight in the Twin Cities and then flying out of the Minneapolis/St. Paul International Airport (MSP) on Sunday.	<b>\$237</b>
	Airline _____ Flight Number _____ Departure Time _____	
	Confirmation # _____ Note: Flight should be scheduled between 7 a.m. and 3 p.m. on Sunday.	
	Are you paying the additional Unaccompanied Minor fee to the airline? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Parent/Guardian contact phone number where we can reach you while your villager is en route FROM the Village  
( ) \_\_\_\_\_

<b>TOTAL PAGE 2</b>	<b>\$</b>	<input type="text"/>
<b>TOTAL PAGE 1</b>	<b>\$</b>	<input type="text"/>
<b>GRAND TOTAL</b>	<b>\$</b>	<input type="text"/>

In the event of a large departure, it may be necessary for our airport staff to release guardianship of your villager after they have made their way through security, rather than escorting them directly to their gate.

YES, I AGREE  
 NO, I DO NOT AGREE

## OTHER INFORMATION

**(998) Interim Stay** — For villagers attending back-to-back sessions and staying with our transportation staff (see Parent Handbook, Pg. 30) **\$270**

From \_\_\_\_\_ (Session and Code)

To \_\_\_\_\_ (Session and Code)

- **Special Arrangements** arranged with permission from the Transportation Coordinator or Registration and Transportation Team Manager (please include date your plans were approved and extra charges, if applicable)

\_\_\_\_\_  
\_\_\_\_\_

- **Other** (e.g. food allergies, medical needs, etc, that our transportation staff will need to know while your villager is en route)

\_\_\_\_\_  
\_\_\_\_\_

## PAYMENT METHOD

Check Enclosed Check Number \_\_\_\_\_

VISA  MasterCard  DISCOVER

## BILLING ADDRESS

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

ZIP \_\_\_\_\_ Country \_\_\_\_\_

## CREDIT CARD AUTHORIZATION

Charge Total Amount \$ \_\_\_\_\_

Card number \_\_\_\_\_

3-digit CVV Code \_\_\_\_\_ Expiration date \_\_\_\_\_

Cardholder name \_\_\_\_\_

Signature \_\_\_\_\_