

**US PERFORMING ARTS CAMPS  
STANFORD UNIVERSITY TRAVEL FORM**

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In light of security measures being implemented by the airline industry for all arriving and departing air travel, US Performing Arts Camps is taking every step possible to make your child's travels safe and simple this summer. Please take special note of the pickup and drop off procedure for all US Performing Arts campers traveling to camp by air. Also, as a reminder, per airline regulations, children age 12 and older must present a valid photo I.D. or birth certificate to board any flight. Please make sure your child is carrying some form of identification.

If your child is arriving or departing by air and is planning to utilize US Performing Arts airport transportation service to or from campus:

- We must receive this completed form, *along with a copy of your child's itinerary*, in our office **no later than two weeks** before the start of your program. The additional cost for the airport transportation is **\$30.00** each way (\$60.00 round trip). **An additional fee of \$100.00 will be charged for shuttles needed for flights outside of the flight time frame.**
- Students need to arrive for check in between **1:30 pm – 2:30 pm** the **first day of camp**. Flights should *arrive* into **San Jose International Airport (SJC)** on the **first day of camp before 12:00 pm**. Flights should *depart* from **San Jose International Airport (SJC)** on the **last day of camp after 5:00 pm**.
- Shuttle service *cannot* be added 48 hours after the start of your program.
- We must receive full payment for all airport transportation upon receiving this form. We cannot reserve a seat on the shuttle without transportation payment.

***Student Arrivals***

Student arrive check in between **1:30 pm – 2:30 pm** the **first day of camp**. Flights should *arrive* into **San Jose International Airport (SJC)** on the **first day of camp before 12:00 pm**. Camp staff members will meet campers at the baggage claim area of their flight. They will be wearing US Performing Arts t-shirts and holding US Performing Arts welcome signs. In the unlikely event that a staff member is late, please have your child remain at the baggage claim area of their flight until someone arrives.

***Student Departures***

Flights should *depart* from **San Jose International Airport (SJC)** on the **last day of camp after 5:00 pm**. Students will be escorted to security gates and given an emergency phone number in case of last minute cancellations due to flight complications, etc. US Performing Arts staff will not leave the airport until the last flight has left the runway.

***Unaccompanied Minors***

If a camper is flying as an unaccompanied minor, please contact the Company Manager for your program, listed under "Important Contact Information," in your information packet.

***Safe Travel***

Parents are encouraged to furnish campers with cell phones and/or calling cards. Please make sure your child travels with all the phone numbers provided in this packet to ensure a smooth and easy arrival and/or departure in the event of a delay or cancellation.

***Travel Insurance***

USPA highly recommends that students secure travel insurance to cover trip cancellation, interruption, and/or medical emergency. For more on travel insurance, please visit **Assurance Solutions** at <http://www.protectmytrip.net/>

**By placing my initials in this box, I am stating that I have read and am aware of all of the above information concerning the Stanford University travel form.**

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# STANFORD UNIVERSITY TRAVEL FORM

Please complete and return, via mail or fax, to:  
**US Performing Arts Camps**  
100 Meadowcreek Drive, Suite 102  
Corte Madera, CA 94925 Fax: 415-924-6477

*Please fill out this form completely. For more than two campers please fill out and submit a second form.*

Please select the form(s) of transportation camper(s) will be using for camp: (check one)

- CAR ROUND TRIP** – We are **driving our camper(s) to and from their program(s)**.
- SHUTTLE ROUND TRIP(\$60)** – Camper(s) will use USPA’s shuttle to **and** from their program(s).
- ONE-WAY – ARRIVAL (\$30)** Our camper(s) will use the USPA shuttle for **Arriving** to their program(s).
- ONE-WAY – DEPARTURE (\$30)** Our camper(s) will use the USPA shuttle for **Departing** from their program(s).

By Credit Card # \_\_\_\_\_ Exp. Date (mm/yy): \_\_\_\_\_

Zip Code: \_\_\_\_\_ Name on Card: \_\_\_\_\_ SEC# (3 or 4 digit secure code) \_\_\_\_\_

By Check #: \_\_\_\_\_ Checks payable to: *US Performing Arts Camps*

**LEGAL AGREEMENT:** By placing my initials in the box, I understand that I am providing an electronic signature, which will serve as a verification of the accuracy and completeness of the information I have provided above.

| Camper First Name | Camper Last Name | Program Location | Arrival Date | Departure Date |
|-------------------|------------------|------------------|--------------|----------------|
|                   |                  |                  |              |                |
|                   |                  |                  |              |                |

**TO CAMP:** *(Please include all connecting flight information)*

Arrival Date: \_\_\_\_\_ Arrival Time: \_\_\_\_\_

Departure City: \_\_\_\_\_ Airline: \_\_\_\_\_ Flight Number: \_\_\_\_\_

Connecting Flight Information: \_\_\_\_\_

**FROM CAMP:** *(Please include all connecting flight information)*

Departure Date: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Departure City: \_\_\_\_\_ Airline: \_\_\_\_\_ Flight Number: \_\_\_\_\_

Connecting Flight Information: \_\_\_\_\_

**Travel Day Contact Information**

Camper’s cell phone number on travel day(s): \_\_\_\_\_

Parent/Guardian name(s): \_\_\_\_\_ Parent/Guardian e-mail: \_\_\_\_\_

Phone number(s) on travel days to reach Parent/Guardian(s): \_\_\_\_\_ or \_\_\_\_\_

**By placing my initials in this box, I am stating that I have read and am aware of all of the above information concerning the Stanford University travel form.**

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