



BGSU Employee Business



BG Airport Shuttle  
1801 Windjammer Drive  
Bowling Green, OH 43402

## Ride Services offered by BG Airport Shuttle to BGSU departments

**Call, text or email to get a personalized ride service today!**

**Phone 419.308.5952**

**Email [tom@bgairportshuttle.com](mailto:tom@bgairportshuttle.com)**

### FARES

\$35 BGSU host-ambassador ride along service.

A BGSU representative can accompany the driver when picking up or dropping off a visitor to campus. Driver will pick up and drop off the host at a predetermined BG address.

#### Detroit Airport to BG:

- \$145 per ride reservation, 1-2 persons, one way, one pick up, one drop-off, one payment.
- \$105 per ride reservation, 1-2 persons, one way, when shuttle shared with other ride reservation(s).

#### BG to Detroit Airport:

- \$125 per ride reservation, 1-2 persons, one way, one pick-up, one drop-off, one payment.
- \$85 per ride reservation, 1-2 persons, one way, when shared with other ride reservation(s).

#### Toledo Airport and Toledo Megabus to or from BG:

- \$67 per ride reservation, 1-2 persons, one way, one pick-up, one drop-off, one payment.
- \$50 per ride reservation, 1-2 persons, one way, when shuttle shared with other ride reservation(s).

#### Toledo Amtrak and Greyhound to or from BG:

- \$60 per ride reservation, 1-2 persons, one way, one pick-up, one drop-off, one payment.
- \$45 per ride reservation, 1-2 persons, one way, when shared with other ride reservations(s).

#### Cleveland, Columbus, Dayton Airport to or from BG:

- \$260 per ride reservation, 1-2 persons, one way, one pick-up, one drop-off, one payment.
- \$185 per ride reservation, 1-2 persons, one way, when shared with other ride reservation(s).

Note:

- Shared rides are not guaranteed until the driver has picked up at least two reservations.
- Optional driver gratuity not included in fares listed above.

## **SERVICES INCLUDED IN FARES**

- Curbside pickup and drop-off.

NOTE: DTW pickup requires driver to park and meet passenger inside terminal; baggage claim area or international arrivals waiting areas.

- 30 minute driver wait after flight lands.
- 10 minute driver wait for non-airport pickup.
- See FEES for excessive driver and vehicle wait time.

## **FEES**

- \$10 for each additional passenger
- \$10 each additional stop, 10 minute wait.
- \$40 add on when driver & vehicle are away from base between the hours, 10PM & 6AM
- \$40 add on for holiday service.
- \$65 per hour for additional driver and vehicle wait time.
- "No Shows" are subject to a full fare charge

## **ADDITIONAL INFORMATION**

- No shows are billed at quoted time
- 24/7 curb-to-curb side service is available
- Drivers are long-term residents of BG area.
- Courier/Delivery Service
- Regional ride service for meetings, dining out, shopping, appointments.
- Customized ride service to meet individual needs.

## **PRICE COMMITMENT**

BG Airport Shuttle agrees it will provide BGSU the business ride services and pricing on this Fare and Fee Schedule.

## **METHOD OF RESERVATION**

BGSU employee will contact BG Airport Shuttle for a reservation. BG Airport Shuttle will send confirmation of reservation in email or fax format. BGSU employee will attach the confirmation to a purchase order to solidify the ride service time & date. The purchase order will be emailed to tom@bgairportshuttle.com.

## **METHOD OF BILLING & PAYMENT**

Invoices will be e-mailed directly to BGSUAP@bgsu.edu with a copy sent to the originator listed on the PO. The purchase order number will be listed on the Invoice. Payment will be by ACH. NOTE: BG Airport Shuttle cannot accept BGSU credit card as method of payment.

## **CANCELLATION POLICY**

Reservation canceled less than 72 hours prior to pick up time is subject to a \$25 fee charge. Cancellation less than 4 hours of pick up time is subject to full fare charge.