

Wesley Marks, Accounting Manager  
Shuttle Express – C-975  
800 SW 16<sup>th</sup> Street  
Renton, WA 98057  
December 5, 2013

Mr. Steven V. King, Executive Director and Secretary  
Washington Utilities and Transportation Commission  
Attn: Records Center  
PO Box 47250  
Olympia WA 98504-7250

RE: Transmittal of Shuttle Express Ticket Agent Agreements for 2014 with LSN handling

Dear Mr. King:

Shuttle Express requests approval of the submitted ticket agent agreements in accordance with WAC 480-30-391. We believe the submitted agreements meet all requirements under the code as it currently exists. We have also requested a less than statutory notice request under advice from WUTC Staff as some of the agreements have a scheduled effective date of January 1, 2014 and there is belief that the 30 day rule may apply.

All agreements have rates that are per-person and are less than the maximum fare allowable currently under WAC 480-30-420, and are also at or below our currently published tariff base fares.

Contact Information for this transmittal:

Wesley Marks  
800 SW 16<sup>th</sup> St.  
Renton, WA 98057  
(425) 981-7070 - Phone  
(425) 981-7071 - Fax  
[wmarks@shuttleexpress.net](mailto:wmarks@shuttleexpress.net)

Thank you in advance for your consideration; we are optimistic of receiving approval for this request from the Commission.

Respectfully,

Wesley A. Marks  
Accounting Manager

Wesley Marks, Accounting Manager  
Shuttle Express – C-975  
800 SW 16<sup>th</sup> Street  
Renton, WA 98057  
December 18, 2013

Mr. Steven V. King, Executive Director and Secretary  
Washington Utilities and Transportation Commission  
Attn: Records Center  
PO Box 47250  
Olympia WA 98504-7250

RE: Docket TC-132223 **\*\*DO NOT REDOCKET\*\***

Dear Mr. King:

Shuttle Express would respectfully request submission of a replacement Less than Statutory Notice form for our filing in TC-132223. This replacement form cleans up language and specifies by name the ticket agent agreements that we request LSN handling for in this matter.

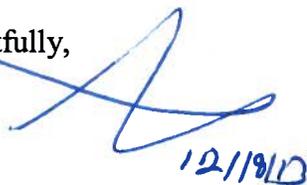
Additionally, Shuttle Express would request to withdraw the first four (4) pages of the previously submitted ticket agent agreements (GO Airport Shuttle) as well as the last two (2) pages (American Tours International) as they are not scheduled to take effect at the same time as the others.

Contact Information for this transmittal:

Wesley Marks  
800 SW 16<sup>th</sup> St.  
Renton, WA 98057  
(425) 981-7070 - Phone  
(425) 981-7071 - Fax  
[wmarks@shuttleexpress.net](mailto:wmarks@shuttleexpress.net)

Thank you in advance for your consideration; we are optimistic of receiving approval for this request from the Commission.

Respectfully,



12/19/13

Wesley A. Marks  
Accounting Manager



2014 Wholesale Agreement and Rates

AGENCY: GO Airport Shuttle
AGENCY CONTACT: Name: Richard Kerekes Email: richardkerekes@comcast.net
Phone: 212-445-7566 Fax: 212-445-7579
SHUTTLE EXPRESS: Refers to Shuttle Express, Inc. - Certificate No. C-975
SALES PERIOD: April 1, 2014 - March 31, 2015

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

TERM

Agreement is effective for all sales on and between April 1, 2014 and March 31, 2015.

RATE AGREEMENT/NET PRICING

The agreed upon rate for SE services and Downtown Airporter services rendered is net pricing. 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 7 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.

INDEMNIFICATION

SE will defend, indemnify, and hold harmless AGENCY, its officers, employees, and agents against and from all claims, suits, judgments, losses, damages, 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

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

To SE: Shuttle Express, Inc. To: Go Airport Shuttle Name Go Airport Shuttle
800 SW 16th St. Address 1200 W. 35th Street, 3rd floor
Renton, WA 98057 Chicago, Illinois 60609
Attn: Sales Department Attn: Richard Kerekes

Withdrawn

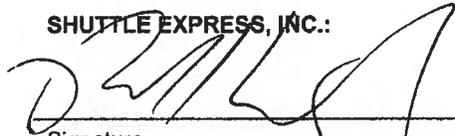
**GENERAL PROVISIONS**

- 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**.
- e) 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.

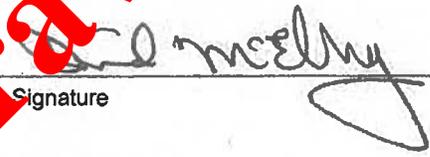
**SHUTTLE EXPRESS, INC.:**

  
 \_\_\_\_\_  
 Signature

Paul Kajanoft  
 \_\_\_\_\_  
 Name (please print)

CFO  
 \_\_\_\_\_  
 Title

**GO AIRPORT SHUTTLE**

  
 \_\_\_\_\_  
 Signature

David McElhane  
 \_\_\_\_\_  
 Name (please print)

\_\_\_\_\_  
 Treasurer

\_\_\_\_\_  
 Title

**Withdrawn**



2014 Wholesale Agreement and Rates

**Downtown Airporter Service**

Downtown Airporter service (one way) between SeaTac Airport and the following downtown Seattle hotels:

- Crowne Plaza
- Fairmont Olympic
- Grand Hyatt
- Hilton Seattle
- Renaissance
- Sheraton Seattle
- Warwick
- Westin Seattle

**Retail**      **Net**  
 \$18 pp      \$16.20 pp

**Scheduled Shuttle Service - Hotels**

Scheduled service (one way) between SeaTac Airport and the following Seattle hotels:

- Best Western Executive Inn
- Courtyard by Marriott – Seattle
- Edgewater
- Four Points by Sheraton
- Holiday Inn Express & Suites (Seattle Center)
- Holiday Inn Seattle
- Hotel 5
- Hyatt at Olive 8
- Marriot Waterfront
- Maxwell Hotel
- Red Lion on 5<sup>th</sup> Avenue
- Silver Cloud – Stadium
- SpringHill Suites Seattle
- Paramount Hotel
- Quality Inn & Suites
- W Hotel

**Retail**      **Net**  
 \$18 pp      \$16.20 pp

**Scheduled Shuttle Service - Piers**

Scheduled Service – SeaTac Airport to/from pier 66/91

**Retail**      **Net**  
 \$22 pp      \$20 pp

Scheduled Service – Select Bellevue Hotels to/from Pier 66/91

Coast Hotel, Bellevue Red Lion, Hyatt, Hilton

\$21 pp      \$19 pp

Scheduled Service – Major Downtown Seattle Hotels to/from Pier 66/91

\$12 pp      \$10.80 pp

**Share Ride Service**

SeaTac Airport - Airport-area hotels

**Retail**      **Net**  
 \$30 - \$35      \$21 pp

SeaTac Airport - all other downtown Seattle-area hotels not listed above.

\$34 - \$41      \$23.50 pp

SeaTac Airport - Bellevue-area hotels

\$38 - \$51      \$26.50 pp

SeaTac Airport - Redmond, Everett, Tacoma area hotels

*Excludes the following Tacoma hotels (private service only): Hotel Murano, Best Western (Tacoma Dome), LaQuinta Inn, Red Lion Hotel, Lakewood Motor Inn*

\$42 - \$67      \$29 pp

*Fuel surcharges currently do not apply to Downtown Airporter, Scheduled Service and Share Ride but may be added as necessary. Gratuity not included.*

**Shuttle Express Exclusive Service**

Private service available anywhere in our service area – options include town cars, SUVs, limos, vans, executive and standard coaches, luxury coaches, and private tours.

**Rates**  
 Call for quotes.

Withdrawn

### Booking Information

- Rates are per person for Shared Ride, Downtown Airporter service and scheduled hotel and pier service.
- Book online using the booking portal provided or email the guest manifest to [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net) at least 7 days before service. Book at least 24 hours in advance for shared and scheduled transfers and at least 72 hours in advance for car, limo and coach service.
- **Private Group Transfers (Advance Bookings Required)**  
Private group transfers, tours, charters are available with advanced bookings. Contact us for net pricing. Options include 6 and 10 passenger vans; 16, 29 and 32 passenger coaches; town cars, SUVs and limos for hourly or point-to-point service.

**Email Address:** [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net)

**Mailing Address:** 800 SW 16<sup>th</sup> 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. 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 on SE station 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 SeaTac Airport

Our check-in area is located on the 3rd floor of the parking garage at SeaTac Airport. From baggage claim, cross sky bridge #4 to the parking garage, then go down one floor to the Ground Transportation Plaza. Share Ride/Scheduled Service check-in is located in the center of the Ground Transportation Plaza; Downtown Airporter check-in is located at Island 2. Our coordinators are available to assist.

#### 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, wearing fluorescent green jackets, 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 outside the terminal, across the street and at the end of the covered walkway near parking slots "S" and "T." Our coordinators, wearing fluorescent green jackets, will check you in and escort you to your vehicle when you are assigned.



2014 Wholesale Agreement and Rates

AGENCY: A & A Tours
AGENCY CONTACT: Name: Mari Carmen Melendez Email: maricarmen@aatours.net
Phone: Fax: (787)793-8545
SHUTTLE EXPRESS: Refers to Shuttle Express, Inc. - Certificate No. C-975
SALES PERIOD: January 1, 2014 - December 31, 2014

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

TERM
Agreement is effective for all sales on and between Jan. 1, 2014 and Dec. 31, 2014.

RATE AGREEMENT/NET PRICING
The agreed upon rate for SE services and Downtown Airporter services rendered is net pricing. 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 7 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.

INDEMNIFICATION
SE will defend, indemnify, and hold harmless AGENCY, its officers, employees, and agents against and from all claims, suits, judgments, losses, damages, 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
Notices under the terms of the agreement will be in writing and sent to the following addresses:

To SE: Shuttle Express, Inc. To: A & A Tours Name: Alberto Castellanos
800 SW 16th St. Address: Vice-president
Renton, WA 98057 A & A Tours, Inc.
Attn: Sales Department Attn:

FOR OFFICIAL USE ONLY
Docket: TC-132223
Initial and return with contract Page 1 of 4
Agenda Date: December 27, 2013
Effective Date: January 1, 2014 (LSN)

Shuttle Express Wholesale Agreement -- 2014

**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.
- e) 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.

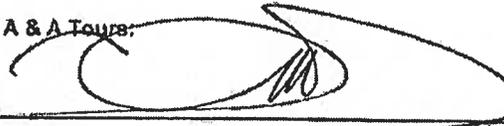
**SHUTTLE EXPRESS, INC.:**

  
 \_\_\_\_\_  
 Signature

Donita Leeson  
 \_\_\_\_\_  
 Name (please print)

Dir of Sales 10-21-13  
 \_\_\_\_\_  
 Title

**A & A Tours:**

  
 \_\_\_\_\_  
 Signature

Alberto Castellanos  
Vice-presidente  
 \_\_\_\_\_  
 Name (please print) A & A TOURS, INC.

Oct 16 / 13  
 \_\_\_\_\_  
 Title



2014 Wholesale Agreement and Rates

<b>Downtown Airporter Service</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
Downtown Airporter service (one way) between SeaTac Airport and the following downtown Seattle hotels:	\$18 pp	\$16.20 pp

- |                    |                    |
|--------------------|--------------------|
| • Crowne Plaza     | • Renaissance      |
| • Fairmont Olympic | • Sheraton Seattle |
| • Grand Hyatt      | • Warwick          |
| • Hilton Seattle   | • Westin Seattle   |

<b>Scheduled Shuttle Service - Hotels</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
Scheduled service (one way) between SeaTac Airport and the following Seattle hotels:	\$18 pp	\$16.20 pp

- |   |                                      |
|---|--------------------------------------|
| • Best Western Executive Inn                    | • Marriot Waterfront                 |
| • Courtyard by Marriott – Seattle               | • Maxwell Hotel                      |
| • Edgewater                                     | • Red Lion on 5 <sup>th</sup> Avenue |
| • Four Points by Sheraton                       | • Silver Cloud – Stadium             |
| • Holiday Inn Express & Suites (Seattle Center) | • SpringHill Suites Seattle          |
| • Holiday Inn Seattle                           | • Paramount Hotel                    |
| • Hotel 5                                       | • Quality Inn & Suites               |
| • Hyatt at Olive 8                              | • W Hotel                            |

<b>Scheduled Shuttle Service - Piers</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
Scheduled Service – SeaTac Airport to/from pier 66/91	\$22 pp	\$20 pp

Scheduled Service – Select Bellevue Hotels to/from Pier 66/91 Coast Hotel, Bellevue Red Lion, Hyatt, Hilton	\$21 pp	\$19 pp
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Scheduled Service – Major Downtown Seattle Hotels to/from Pier 66/91	\$12 pp	\$10.80 pp
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<b>Share Ride Service</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
SeaTac Airport - Airport-area hotels	\$30 pp	\$21 pp

SeaTac Airport - all other downtown Seattle-area hotels not listed above.	\$34 pp	\$23.50 pp
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SeaTac Airport - Bellevue-area hotels	\$38 pp	\$26.50 pp
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SeaTac Airport - Redmond, Everett, Tacoma area hotels <i>Excludes the following Tacoma hotels (private service only): Hotel Murano, Best Western (Tacoma Dome), LaQuinta Inn, Red Lion Hotel, Lakewood Motor Inn</i>	\$42 pp	\$29 pp
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*Fuel surcharges currently do not apply to Downtown Airporter, Scheduled Service and Share Ride but may be added as necessary. Gratuity not included.*

**Shuttle Express Exclusive Service**

Private service available anywhere in our service area – options include town cars, SUVs, limos, vans, executive and standard coaches, luxury coaches, and private tours.  
\*Qualified for Tier 1 with a minimum booking of \$3,000.

**Rates**

Call for quotes.

**FOR OFFICIAL USE ONLY**

Docket: TC-132223

Agenda Date: December 27, 2013

Effective Date: January 1, 2014 (LSN)

Initial and return with contract Page 3 of 4

Oct 16/13

Shuttle Express Wholesale Agreement -- 2014

### Booking Information

- Retail rates are per person for Shared Ride, Downtown Airporter service and scheduled hotel and pier service.
- Book online using the booking portal provided or email the guest manifest to [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net) at least 7 days before service. Book at least 24 hours in advance for shared and scheduled transfers and at least 72 hours in advance for car, limo and coach service.
- **Private Group Transfers (Advance Bookings Required)**  
Private group transfers, tours, charters are available with advanced bookings. Contact us for net pricing. Options include 6 and 10 passenger vans; 16, 29 and 32 passenger coaches; town cars, SUVs and limos for hourly or point-to-point service.

**Email Address:** [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net)

**Mailing Address:** 800 SW 16<sup>th</sup> 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. 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 SeaTac Airport

Our check-in area is located on the 3rd floor of the parking garage at SeaTac Airport. From baggage claim, cross sky bridge #4 to the parking garage, then go down one floor to the Ground Transportation Plaza. Share Ride/Scheduled Service check-in is located in the center of the Ground Transportation Plaza; Downtown Airporter check-in is located at Island 2. Our coordinators are available to assist.

#### 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, wearing fluorescent green jackets, 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 outside the terminal, across the street and at the end of the covered walkway near parking slots "S" and "T." Our coordinators, wearing fluorescent green jackets, will check you in and escort you to your vehicle when you are assigned.

**FOR OFFICIAL USE ONLY**  
Docket: TC-132223  
Agenda Date: December 27, 2013

Initial and return with contract ~~Date:~~ **Effective Date: January 1, 2014 (LSN)**

OLA 16/13



2014 Wholesale Agreement and Rates

AGENCY: CARTAN TOURS, INC
AGENCY CONTACT: Name: Graham Mosey Email: graham@cartantours.com
Phone: 630.778-0300 Fax: 630.778.0310
SHUTTLE EXPRESS: Refers to Shuttle Express, Inc. - Certificate No. C-975
SALES PERIOD: January 1, 2014 - December 31, 2014

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

TERM
Agreement is effective for all sales on and between Jan. 1, 2014 and Dec. 31, 2014.

RATE AGREEMENT/NET PRICING
The agreed upon rate for SE services and Downtown Airporter services rendered is net pricing. 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 7 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.

INDEMNIFICATION
SE will defend, indemnify, and hold harmless AGENCY, its officers, employees, and agents against and from all claims, suits, judgments, losses, damages, 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
Notices under the terms of the agreement will be in writing and sent to the following addresses:

To SE: Shuttle Express, Inc. To: CARTAN TOURS, INC Name: Graham Mosey
800 SW 16th St. Address: 3033 Ogden Ave #303
Renton, WA 98057 Attn: Operations Department
Attn: Sales Department

FOR OFFICIAL USE ONLY
Docket: TC-132223
Agenda Date: December 27, 2013
Effective Date: January 1, 2014 (LSN)
Initial and return with contract Page 1 of 1

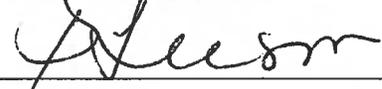
**GENERAL PROVISIONS**

- a) All services shall be completed in a good and safe manner, in compliance with all applicable laws.
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**SHUTTLE EXPRESS, INC.:**

  
 \_\_\_\_\_  
 Signature

**DONITA LEESON**  
 \_\_\_\_\_  
 Name (please print)

**Dir of Sales**  
 \_\_\_\_\_  
 Title

**CARTAN TOURS, INC:**

  
 \_\_\_\_\_  
 Signature

**Graham Mosey**  
 \_\_\_\_\_  
 Name (please print)

**Operations Manager**  
 \_\_\_\_\_  
 Title



2014 Wholesale Agreement and Rates

<b>Downtown Airporter Service</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
Downtown Airporter service (one way) between SeaTac Airport and the following downtown Seattle hotels:	\$18 pp	\$16.20 pp
<ul style="list-style-type: none"> <li>• Crowne Plaza</li> <li>• Fairmont Olympic</li> <li>• Grand Hyatt</li> <li>• Hilton Seattle</li> <li>• Renaissance</li> <li>• Sheraton Seattle</li> <li>• Warwick</li> <li>• Westin Seattle</li> </ul>		

<b>Scheduled Shuttle Service - Hotels</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
Scheduled service (one way) between SeaTac Airport and the following Seattle hotels:	\$18 pp	\$16.20 pp
<ul style="list-style-type: none"> <li>• Best Western Executive Inn</li> <li>• Courtyard by Marriott – Seattle</li> <li>• Edgewater</li> <li>• Four Points by Sheraton</li> <li>• Holiday Inn Express &amp; Suites (Seattle Center)</li> <li>• Holiday Inn Seattle</li> <li>• Hotel 5</li> <li>• Hyatt at Olive 8</li> <li>• Marriot Waterfront</li> <li>• Maxwell Hotel</li> <li>• Red Lion on 5<sup>th</sup> Avenue</li> <li>• Silver Cloud – Stadium</li> <li>• SpringHill Suites Seattle</li> <li>• Paramount Hotel</li> <li>• Quality Inn &amp; Suites</li> <li>• W Hotel</li> </ul>		

<b>Scheduled Shuttle Service - Piers</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
Scheduled Service – SeaTac Airport to/from pier 66/91	\$22 pp	\$20 pp
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Scheduled Service – Major Downtown Seattle Hotels to/from Pier 66/91	\$12 pp	\$10.80 pp

<b>Share Ride Service</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
SeaTac Airport - Airport-area hotels	\$30 pp	\$21 pp
SeaTac Airport - all other downtown Seattle-area hotels not listed above.	\$34 pp	\$23.50 pp
SeaTac Airport - Bellevue-area hotels	\$38 pp	\$26.50 pp
SeaTac Airport - Redmond, Everett, Tacoma area hotels <i>Excludes the following Tacoma hotels (private service only): Hotel Murano, Best Western (Tacoma Dome), LaQuinta Inn, Red Lion Hotel, Lakewood Motor Inn</i>	\$42 pp	\$29 pp

Fuel surcharges currently do not apply to Downtown Airporter, Scheduled Service and Share Ride but may be added as necessary. Gratuity not included.

**Shuttle Express Exclusive Service**

Private service available anywhere in our service area – options include town cars, SUVs, limos, vans, executive and standard coaches, luxury coaches, and private tours.  
\*Qualified for Tier 1 with a minimum booking of \$3,000.

**Rates**

Call for quotes.

**FOR OFFICIAL USE ONLY**  
Docket: TC-132223

Agent Date: December 27, 2013

Initial and return with contract Page 3 of 4

Effective Date: January 1, 2014 (LSN)

### Booking Information

- Retail rates are per person for Shared Ride, Downtown Airporter service and scheduled hotel and pier service.
- Book online using the booking portal provided or email the guest manifest to **sales@shuttleexpress.net** at least 7 days before service. Book at least 24 hours in advance for shared and scheduled transfers and at least 72 hours in advance for car, limo and coach service.
- **Private Group Transfers (Advance Bookings Required)**  
Private group transfers, tours, charters are available with advanced bookings. Contact us for net pricing. Options include 6 and 10 passenger vans; 16, 29 and 32 passenger coaches; town cars, SUVs and limos for hourly or point-to-point service.

**Email Address:** [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net)

**Mailing Address:** 800 SW 16<sup>th</sup> 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. 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 SeaTac Airport

Our check-in area is located on the 3rd floor of the parking garage at SeaTac Airport. From baggage claim, cross sky bridge #4 to the parking garage, then go down one floor to the Ground Transportation Plaza. Share Ride/Scheduled Service check-in is located in the center of the Ground Transportation Plaza; Downtown Airporter check-in is located at Island 2. Our coordinators are available to assist.

#### 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, wearing fluorescent green jackets, 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 outside the terminal, across the street and at the end of the covered walkway near parking slots "S" and "T." Our coordinators, wearing fluorescent green jackets, will check you in and escort you to your vehicle when you are assigned.

**FOR OFFICIAL USE ONLY**

**Docket: TC-132223**

**Agenda Date: December 27, 2013**

**Effective Date: January 1, 2014 (LSN)**



2014 Wholesale Agreement and Rates

AGENCY: Brewster Vacations Canada
AGENCY CONTACT: Name: Franziska Loehr Email: floehr@brewster.ca
Phone: 403.762.8726 Fax: 403.762.8752
SHUTTLE EXPRESS: Refers to Shuttle Express, Inc. - Certificate No. C-975
SALES PERIOD: January 1, 2014 - December 31, 2014

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

TERM

Agreement is effective for all sales on and between Jan. 1, 2014 and Dec. 31, 2014.

RATE AGREEMENT/NET PRICING

The agreed upon rate for SE services and Downtown Airporter services rendered is net pricing. 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. Direct billing has been confirmed as per email by Allison

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 7 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.

INDEMNIFICATION

SE will defend, indemnify, and hold harmless AGENCY, its officers, employees, and agents against and from all claims, suits, judgments, losses, damages, 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

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

To SE: Shuttle Express, Inc. To: Brewster Vacations Canada Name: Brewster Travel Canada
800 SW 16th St. Address: P.O. Box 1140
Renton, WA 98057 Banff, AB T1L 1J3
Attn: Sales Department Attn: Franziska Loehr

FOR OFFICIAL USE ONLY

Initial and return with contract FE Page 1 of 4 Docket: TC-132223

Agenda Date: December 27, 2013

Effective Date: January 1, 2014 (LSN)

**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**.
- e) 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.:**

Brewster Vacations Canada:

*DeLeon*  
Signature

*THAWSPER*  
Signature

*Donita DeLeon*  
Name (please print)

*Franciska Loehr*  
Name (please print)

*Sales - marketing Dir.*  
Title

*Contracting & Product Manager*  
Title



2014 Wholesale Agreement and Rates

<b>Downtown Airporter Service</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
Downtown Airporter service (one way) between SeaTac Airport and the following downtown Seattle hotels:	\$18 pp	\$16.20 pp
<ul style="list-style-type: none"> <li>• Crowne Plaza</li> <li>• Falmont Olympic</li> <li>• Grand Hyatt</li> <li>• Hilton Seattle</li> <li>• Renaissance</li> <li>• Sheraton Seattle</li> <li>• Warwick</li> <li>• Westin Seattle</li> </ul>		

<b>Scheduled Shuttle Service - Hotels</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
Scheduled service (one way) between SeaTac Airport and the following Seattle hotels:	\$18 pp	\$16.20 pp
<ul style="list-style-type: none"> <li>• Best Western Executive Inn</li> <li>• Courtyard by Marriott – Seattle</li> <li>• Edgewater</li> <li>• Four Points by Sheraton</li> <li>• Holiday Inn Express &amp; Suites (Seattle Center)</li> <li>• Holiday Inn Seattle</li> <li>• Hotel 5</li> <li>• Hyatt at Olive 8</li> <li>• Marriot Waterfront</li> <li>• Maxwell Hotel</li> <li>• Red Lion on 5<sup>th</sup> Avenue</li> <li>• Silver Cloud – Stadium</li> <li>• SpringHill Suites Seattle</li> <li>• Paramount Hotel</li> <li>• Quality Inn &amp; Suites</li> <li>• W Hotel</li> </ul>		

<b>Scheduled Shuttle Service - Piers</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
Scheduled Service – SeaTac Airport to/from pier 66/91	\$22 pp	\$20 pp
Scheduled Service – Select Bellevue Hotels to/from Pier 66/91 Coast Hotel, Bellevue Red Lion, Hyatt, Hilton	\$21 pp	\$19 pp
Scheduled Service – Major Downtown Seattle Hotels to/from Pier 66/91	\$12 pp	\$10.80 pp

<b>Share Ride Service</b>	<b>Retail</b>	<b>Wholesale Tier 1</b>
SeaTac Airport - Airport-area hotels	\$30 pp	\$21 pp
SeaTac Airport - all other downtown Seattle-area hotels not listed above.	\$34 pp	\$23.50 pp
SeaTac Airport - Bellevue-area hotels	\$38 pp	\$26.50 pp
SeaTac Airport - Redmond, Everett, Tacoma area hotels <i>Excludes the following Tacoma hotels (private service only): Hotel Murano, Best Western (Tacoma Dome), LaQuinta Inn, Red Lion Hotel, Lakewood Motor Inn</i>	\$42 pp	\$29 pp

Fuel surcharges currently do not apply to Downtown Airporter, Scheduled Service and Share Ride but may be added as necessary. Gratuity not included.

**Shuttle Express Exclusive Service**

Private service available anywhere in our service area – options include town cars, SUVs, limos, vans, executive and standard coaches, luxury coaches, and private tours.  
\*Qualified for Tier 1 with a minimum booking of \$3,000.

**Rates**  
Call for quotes.

**Booking Information**

- Retail rates are per person for Shared Ride, Downtown Airporter service and scheduled hotel and pier service.
- Book online using the booking portal provided or email the guest manifest to [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net) at least 7 days before service. Book at least 24 hours in advance for shared and scheduled transfers and at least 72 hours in advance for car, limo and coach service.
- **Private Group Transfers (Advance Bookings Required)**  
Private group transfers, tours, charters are available with advanced bookings. Contact us for net pricing. Options include 6 and 10 passenger vans; 16, 29 and 32 passenger coaches; town cars, SUVs and limos for hourly or point-to-point service.

Email Address: [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net)  
 Mailing Address: 800 SW 16<sup>th</sup> 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. No shows will be billed.

- **Vouchers** *Direct billing has been approved.*  
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.**

*Please find link to voucher samples in attached email.*

**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 SeaTac Airport**

Our check-in area is located on the 3rd floor of the parking garage at SeaTac Airport. From baggage claim, cross sky bridge #4 to the parking garage, then go down one floor to the Ground Transportation Plaza. Share Ride/Scheduled Service check-in is located in the center of the Ground Transportation Plaza; Downtown Airporter check-in is located at Island 2. Our coordinators are available to assist.

**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, wearing fluorescent green jackets, 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 outside the terminal, across the street and at the end of the covered walkway near parking slots "S" and "T." Our coordinators, wearing fluorescent green jackets, will check you in and escort you to your vehicle when you are assigned.

**FOR OFFICIAL USE ONLY**

Docket: TC-132223

Initial and return with contract *Agenda* Date: December 27, 2013

Effective Date: January 1, 2014 (LSN)



2014 Wholesale Agreement and Rates

AGENCY: TOURS & COMPANY ASSOCIATES
AGENCY CONTACT: Name: Audrey Lelay Email: audrey.lelay@city-discovery.com
Phone: 567.202.1043 Fax:
SHUTTLE EXPRESS: Refers to Shuttle Express, Inc. - Certificate No. C-975
SALES PERIOD: January 1, 2014 - December 31, 2014

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

TERM

Agreement is effective for all sales on and between Jan. 1, 2014 and Dec. 31, 2014.

RATE AGREEMENT/NET PRICING

The agreed upon rate for SE services and Downtown Airporter services rendered is net pricing. 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 7 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.

INDEMNIFICATION

SE will defend, indemnify, and hold harmless AGENCY, its officers, employees, and agents against and from all claims, suits, judgments, losses, damages, 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

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

To SE: Shuttle Express, Inc. To: TOURS & COMPANY ASSOCIATES Name: Audrey Lelay
800 SW 16th St. Address: 5648 Main St, 2nd Floor
Renton, WA 98057 Sylvania, OH 43560
Attn: Sales Department Attn: Product Department

FOR OFFICIAL USE ONLY

Docket: TC-132223

Agenda Date: December 27, 2013

Effective Date: January 1, 2014 (LSN)

**GENERAL PROVISIONS**

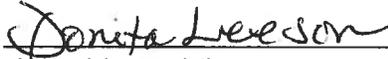
- a) All services shall be completed in a good and safe manner, in compliance with all applicable laws.
- b) In the event **AGENCY** fails to comply with any provisions of this agreement, SE has the option to cease providing services without breach.
- c) SE shall not be liable for any delay due to circumstances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

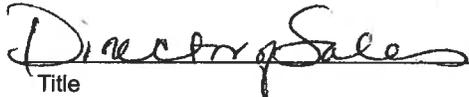
**AUTHORITY OF PARTIES**

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.:**

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Name (please print)

  
\_\_\_\_\_  
Title

**TOURS & COMPANY ASSOCIATES:**

  
\_\_\_\_\_  
Signature

Audrey Lelay  
\_\_\_\_\_  
Name (please print)

Product Manager Americas  
\_\_\_\_\_  
Title



2014 Wholesale Agreement and Rates

<b>Downtown Airporter Service</b>	<b>Retail</b>	<b>Net</b>
Downtown Airporter service (one way) between SeaTac Airport and the following downtown Seattle hotels:	\$18 pp	\$16.20 pp
<ul style="list-style-type: none"> <li>• Crowne Plaza</li> <li>• Fairmont Olympic</li> <li>• Grand Hyatt</li> <li>• Hilton Seattle</li> <li>• Renaissance</li> <li>• Sheraton Seattle</li> <li>• Warwick</li> <li>• Westin Seattle</li> </ul>		

<b>Scheduled Shuttle Service - Hotels</b>	<b>Retail</b>	<b>Net</b>
Scheduled service (one way) between SeaTac Airport and the following Seattle hotels:	\$18 pp	\$16.20 pp
<ul style="list-style-type: none"> <li>• Best Western Executive Inn</li> <li>• Courtyard by Marriott – Seattle</li> <li>• Edgewater</li> <li>• Four Points by Sheraton</li> <li>• Holiday Inn Express &amp; Suites (Seattle Center)</li> <li>• Holiday Inn Seattle</li> <li>• Hotel 5</li> <li>• Hyatt at Olive 8</li> <li>• Marriot Waterfront</li> <li>• Maxwell Hotel</li> <li>• Red Lion on 5<sup>th</sup> Avenue</li> <li>• Silver Cloud – Stadium</li> <li>• SpringHill Suites Seattle</li> <li>• Paramount Hotel</li> <li>• Quality Inn &amp; Suites</li> <li>• W Hotel</li> </ul>		

<b>Scheduled Shuttle Service - Piers</b>	<b>Retail</b>	<b>Net</b>
Scheduled Service – SeaTac Airport to/from pier 66/91	\$22 pp	\$20 pp
Scheduled Service – <b>Select Bellevue Hotels to/from Pier 66/91</b> Coast Hotel, Bellevue Red Lion, Hyatt, Hilton	\$21 pp	\$19 pp
Scheduled Service – <b>Major Downtown Seattle Hotels to/from Pier 66/91</b>	\$12 pp	\$10.80 pp

<b>Share Ride Service</b>	<b>Retail</b>	<b>Net</b>
SeaTac Airport - Airport-area hotels	\$30 - \$35	\$21 pp
SeaTac Airport - all other downtown Seattle-area hotels not listed above.	\$34 - \$41	\$23.50 pp
SeaTac Airport - Bellevue-area hotels	\$38 - \$51	\$26.50 pp
SeaTac Airport - Redmond, Everett, Tacoma area hotels <i>Excludes the following Tacoma hotels (private service only): Hotel Murano, Best Western (Tacoma Dome), LaQuinta Inn, Red Lion Hotel, Lakewood Motor Inn</i>	\$42 - \$67	\$29 pp

Fuel surcharges currently do not apply to Downtown Airporter, Scheduled Service and Share Ride but may be added as necessary. Gratuity not included.

<b>Shuttle Express Exclusive Service</b>	<b>Rates</b>
Private service available anywhere in our service area – options include town cars, SUVs, limos, vans, executive and standard coaches, luxury coaches, and private tours.	Call for quotes.

**FOR OFFICIAL USE ONLY**  
Docket: TC-132223  
Agenda Date: December 27, 2013  
Effective Date: January 1, 2014 (LSN)

Initial and return with contract Page 3 of 4

### Booking Information

- Rates are per person for Shared Ride, Downtown Airporter service and scheduled hotel and pier service.
- Book online using the booking portal provided or email the guest manifest to **sales@shuttleexpress.net** at least 7 days before service. Book at least 24 hours in advance for shared and scheduled transfers and at least 72 hours in advance for car, limo and coach service.
- **Private Group Transfers (Advance Bookings Required)**  
Private group transfers, tours, charters are available with advanced bookings. Contact us for net pricing. Options include 6 and 10 passenger vans; 16, 29 and 32 passenger coaches; town cars, SUVs and limos for hourly or point-to-point service.

**Email Address:** [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net)

**Mailing Address:** 800 SW 16<sup>th</sup> 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. 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 SeaTac Airport

Our check-in area is located on the 3rd floor of the parking garage at SeaTac Airport. From baggage claim, cross sky bridge #4 to the parking garage, then go down one floor to the Ground Transportation Plaza. Share Ride/Scheduled Service check-in is located in the center of the Ground Transportation Plaza; Downtown Airporter check-in is located at Island 2. Our coordinators are available to assist.

#### 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, wearing fluorescent green jackets, 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 outside the terminal, across the street and at the end of the covered walkway near parking slots "S" and "T." Our coordinators, wearing fluorescent green jackets, will check you in and escort you to your vehicle when you are assigned.

**FOR OFFICIAL USE ONLY**

**Docket: TC-132223**

**Agenda Date: December 27, 2013**

**Effective Date: January 1, 2014 (LSN)**



2014 Wholesale Agreement and Rates

AGENCY: Globus Cosmos Tours
AGENCY CONTACT: Name: Angie Chamberlin Email: achamberlin@globusfamily.com
Phone: 303-703-7400 Fax: 303-703-7601
SHUTTLE EXPRESS: Refers to Shuttle Express, Inc. - Certificate No. C-975
SALES PERIOD: January 1, 2014 - December 31, 2014

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

TERM

Agreement is effective for all sales on and between Jan. 1, 2014 and Dec. 31, 2014.

RATE AGREEMENT/NET PRICING

The agreed upon rate for SE services and Downtown Airporter services rendered is net pricing. 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 7 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.

INDEMNIFICATION

SE will defend, indemnify, and hold harmless AGENCY, its officers, employees, and agents against and from all claims, suits, judgments, losses, damages, 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

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

To SE: Shuttle Express, Inc. 800 SW 16th St. Renton, WA 98057 Attn: Sales Department
To: Globus Cosmos Tours
Name: Angie Chamberlin
Address: 5301 S. Federal Cr. Littleton Co 80123
Attn:

FOR OFFICIAL USE ONLY

Docket: TC-132223

Initial and return with contract Agenda Date: December 27, 2013

Effective Date: January 1, 2014 (LSN)

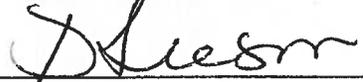
**GENERAL PROVISIONS**

- 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**.
- e) 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.:**



Signature

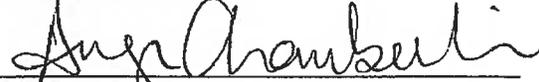
DONITA LEESON

Name (please print)

Dir of Sales

Title

**Globus Cosmos Tours:**



Signature

Angie Chamberlin

Name (please print)

Contractor of Services

Title

**FOR OFFICIAL USE ONLY**

Docket: TC-132223  
Page 2 of 4

Agenda Date: December 27, 2013

Effective Date: January 1, 2014 (LSN)



Appendix A

2014 Wholesale Agreement and Rates

<b>Downtown Airporter Service</b>	<b>Retail</b>	<b>Net</b>
Downtown Airporter service (one way) between SeaTac Airport and the following downtown Seattle hotels:	\$18 pp	\$16.20 pp
<ul style="list-style-type: none"> <li>• Crowne Plaza</li> <li>• Fairmont Olympic</li> <li>• Grand Hyatt</li> <li>• Hilton Seattle</li> <li>• Renaissance</li> <li>• Sheraton Seattle</li> <li>• Warwick</li> <li>• WestIn Seattle</li> </ul>		

<b>Scheduled Shuttle Service - Hotels</b>	<b>Retail</b>	<b>Net</b>
Scheduled service (one way) between SeaTac Airport and the following Seattle hotels:	\$18 pp	\$16.20 pp
<ul style="list-style-type: none"> <li>• Best Western Executive Inn</li> <li>• Courtyard by Marriott – Seattle</li> <li>• Edgewater</li> <li>• Four Points by Sheraton</li> <li>• Holiday Inn Express &amp; Suites (Seattle Center)</li> <li>• Holiday Inn Seattle</li> <li>• Hotel 5</li> <li>• Hyatt at Olive 8</li> <li>• Marriot Waterfront</li> <li>• Maxwell Hotel</li> <li>• Red Lion on 5<sup>th</sup> Avenue</li> <li>• Silver Cloud – Stadium</li> <li>• SpringHill Suites Seattle</li> <li>• Paramount Hotel</li> <li>• Quality Inn &amp; Suites</li> <li>• W Hotel</li> </ul>		

<b>Scheduled Shuttle Service - Piers</b>	<b>Retail</b>	<b>Net</b>
Scheduled Service – SeaTac Airport to/from pier 66/91	\$22 pp	\$20 pp
Scheduled Service – Select Bellevue Hotels to/from Pier 66/91 Coast Hotel, Bellevue Red Lion, Hyatt, Hilton	\$21 pp	\$19 pp
Scheduled Service – Major Downtown Seattle Hotels to/from Pier 66/91	\$12 pp	\$10.80 pp

<b>Share Ride Service</b>	<b>Retail</b>	<b>Net</b>
SeaTac Airport - Airport-area hotels	\$30 - \$35	\$21 pp
SeaTac Airport - all other downtown Seattle-area hotels not listed above.	\$34 - \$41	\$23.50 pp
SeaTac Airport - Bellevue-area hotels	\$38 - \$51	\$26.50 pp
SeaTac Airport - Redmond, Everett, Tacoma area hotels <i>Excludes the following Tacoma hotels (private service only): Hotel Murano, Best Western (Tacoma Dome), LaQuinta Inn, Red Lion Hotel, Lakewood Motor Inn</i>	\$42 - \$67	\$29 pp

Fuel surcharges currently do not apply to Downtown Airporter, Scheduled Service and Share Ride but may be added as necessary. Gratuity not included.

**Shuttle Express Exclusive Service** **Rates**  
 Private service available anywhere in our service area – options include town cars, SUVs, limos, vans, executive and standard coaches, luxury coaches, and private tours. Call for quotes.

**FOR OFFICIAL USE ONLY**  
 Docket: TC-132223  
 Agenda Date: December 27, 2013  
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Initial and return with contract Page 3 of 4

**Booking Information**

- Rates are per person for Shared Ride, Downtown Airporter service and scheduled hotel and pier service.
- Book online using the booking portal provided or email the guest manifest to [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net) at least 7 days before service. Book at least 24 hours in advance for shared and scheduled transfers and at least 72 hours in advance for car, limo and coach service.
- **Private Group Transfers (Advance Bookings Required)**  
Private group transfers, tours, charters are available with advanced bookings. Contact us for net pricing. Options include 6 and 10 passenger vans; 16, 29 and 32 passenger coaches; town cars, SUVs and limos for hourly or point-to-point service.

**Email Address:** [sales@shuttleexpress.net](mailto:sales@shuttleexpress.net)

**Mailing Address:** 800 SW 16<sup>th</sup> 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. 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 SeaTac Airport**

Our check-in area is located on the 3rd floor of the parking garage at SeaTac Airport. From baggage claim, cross sky bridge #4 to the parking garage, then go down one floor to the Ground Transportation Plaza. Share Ride/Scheduled Service check-in is located in the center of the Ground Transportation Plaza; Downtown Airporter check-in is located at Island 2. Our coordinators are available to assist.

**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, wearing fluorescent green jackets, 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 outside the terminal, across the street and at the end of the covered walkway near parking slots "S" and "T." Our coordinators, wearing fluorescent green jackets, will check you in and escort you to your vehicle when you are assigned.

**FOR OFFICIAL USE ONLY**

Docket: TC-132223

Agenda Date: December 27, 2013

Effective Date: January 1, 2014 (LSN)

Initial and return with contract.  Page 4 of 4



Service Agreement

AGENCY: AMERICAN TOURS INTERNATIONAL, LLC
SHUTTLE EXPRESS: Refers to Shuttle Express, Inc.
SALES PERIOD: February 15, 2013 – December 31, 2013

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

The Parties agree as follows:

TERM

This agreement is effective on the date above and will continue thereafter until terminated by either party on thirty (30) days prior written notice to the other party.

RATE AGREEMENT/NET PRICING

The agreed upon rate for SE services and Downtown Airporter services rendered will be on a net pricing basis, with pricing determined by SE annually. Other SE services quoted upon request. 2013 rates attached.

PAYMENT

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

VOUCHERS/RESERVATIONS

All vouchers to indicate whether one way or roundtrip; reservations are to be made in advance with guest arrival times included. If sending manifests, they must be provided at least 7 days before guest arrivals.

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 Shuttles and Transportation Commission as a minimum.

INDEMNIFICATION

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

NOTICES

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

To SE: Shuttle Express, Inc. 800 SW 16th St. Renton, WA 98057 Attn: Allyson Eli
To AMERICAN TOURS INTERNATIONAL, LLC Name Address 6053 W CENTURY BLVD LOS ANGELES CA 90045 Attn: ANDREW AYTONA

Withdrawn

**GENERAL PROVISIONS**

- (a) All services shall be completed in a good and safe manner, in compliance with all applicable laws.
- (b) SE will employ only competent persons to perform the services specified in this agreement.
- (c) In the event AGENCY fails to comply with any provisions of this agreement, SE has the option to cease providing services without breach.
- (d) SE shall not be liable for any delay due to circumstances beyond its control.
- (e) Any changes to this document must be signed by both SE and AGENCY.

**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.

**SHUTTLE EXPRESS, INC.:**

**AMERICAN TOURS INTERNATIONAL, LLC:**

  
 \_\_\_\_\_  
 Signature

  
 \_\_\_\_\_  
 Signature

Donita Leeson  
 \_\_\_\_\_  
 Name (please print)

ANDREW AYTONA  
 \_\_\_\_\_  
 Name (please print)

Director, Sales and Marketing  
 \_\_\_\_\_  
 Title

PRODUCT SPECIALIST  
 \_\_\_\_\_  
 Title

Withdrawn