

Please email this form AND your flight ticket directly to accommodation@unswglobal.unsw.edu.au

Airport Reception Form

All details on this form must be completed. We are unable to process this request if any information fields are incomplete. Completed form must be emailed to accommodation@unswglobal.unsw.edu.au along with a copy of your flight ticket, at least seven (7) business days before your arrival. An airport pickup cannot be guaranteed if it is submitted later than this. Once received we will issue you with an invoice and provide you with a link to pay for your airport pick up fee Online. Then we will book your service with the provider and email you the Airport Welcome Confirmation Email.

Student's details

Family name:	Given name(s):	
Phone number:	Email:	
Date of birth: (dd/mm/yyyy) / /	Gender:	Student ID:

Accommodation details

Please provide the Australian address you would like to be taken to.

Address:
Accommodation contact (persons name):
Australian accommodation contact number:

Arrival details

Date of arrival: (dd/mm/yyyy) / /	Time of arrival: (HH:MM) : AM PM	
Flight No:	Airline:	How many people require this service:
Additional information:		

Service options

Service	Fee	Vehicle	Description
Airport Pick Up Service 1 passenger	\$150	Sedan	Please let us know the size and amount of your personal luggage:

Note: If there is not a suitable choice for you above please contact accommodation@unswglobal.unsw.edu.au Travel is to one (1) destination only, even when travelling with more than one (1) person. Any unknown information may result in additional charges on post arrival.

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Payment Information

Once we have received your form and flight details, we will issue you with an invoice. Please review and ensure all information is correct. You will receive with your invoice email with instructions how to pay for airport pick up online.

Very Important:

Please download WhatsApp before you depart so you can communicate with your driver when at the airport.

WhatsApp number for our Airport Reception Provider:

Penguin Cars and Limousines Company Operations: +61 414 680 211.

Please email the completed form and copy of flight ticket to UNSW Global Accommodation:

accommodation@unswglobal.unsw.edu.au