

Dear Valued Guest,

In order to arrange your one-way shuttle service from the airport to the resort for your upcoming vacation, please register your reservation and flight information a minimum of **2 days in advance**.

How to set up your shuttle service:

Please enter the following information:

- **Reservation confirmation number:** No special characters. It will be your confirmation number provided by Vidanta or Exchange Company (RCI/TRC Member ID followed by RCI/TRC relation number, you can find this information on your confirmation slip, Ej. Member ID 9999-12345, relation number 00039, your reservation number will be on this Ej: 99991234500039)
- **Reservation last name:** Last name for the primary guest registered in your confirmation.
- **Marked that you have read the Notice of Privacy.**
- **Enter the information related to your arrival:** Flight number, airline, arrival time, number of people travelling, and preferred email address.

Once you have entered the information, you will be able to print or download the transportation voucher. We recommend that you bring it with you on your trip for reference.

IMPORTANT

- **If the information entered doesn't match with our records you will receive an error message. (We recommend you verify it on your confirmation slip.**
- **If you have already booked your transportation and need to make any changes to the information (Date, flight...) please note that the website allows you to update new information for your arrival without having to submit a new request**

Wishing you a wonderful vacation and looking forward to seeing you soon!

