**Transportation Department**

**Pick-up Report**

Date:\_\_\_\_\_\_\_\_\_\_jULY 19, 2016\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cast Crew VIP

nAME:\_\_\_\_\_MARY STAR\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pickup location:\_\_\_\_PENN hOTEL-lobby\_\_\_\_\_\_\_\_\_\_\_\_

Pickup time:\_\_\_\_\_\_\_\_\_\_6:15A\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Transport to:\_\_\_\_\_\_\_\_LAX\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Airline:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Delta\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Flight Departure:\_\_\_\_\_\_\_10:15a\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments:\_\_limo only\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell: 555-555-4444 (Confidential)

Cast Crew VIP

NAME:\_\_\_\_\_\_\_\_jOE JOHNSON\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pickup location:\_\_\_\_\_\_LAX\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Airline:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_usair\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FLIGHT NUMBER:\_\_\_\_\_\_\_\_8907\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Flight Arrival:\_\_\_\_\_\_1:20p\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tranport to:\_\_\_\_\_\_\_\_\_pENN HOTEL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments:\_\_\_\_\_WILL HAVE EXTRA BAGGAGE\_\_\_\_\_\_\_\_\_\_\_\_

cell: 444-555-3334