



Transportation Registration Form

Information provided below will be used to create your Utwiz (UTShuttle / UTLite) portal account, please be as precise as possible. Contact support@utwiz.com should you need assistance or have any questions.

I am registering a: **Hotel Shuttle** **Charter Transportation Company**

BUSINESS DETAILS

Business Name: _____

Address: _____

Airport(s) Serviced: _____

Main Contact Name: First _____ Last _____

Phone: _____

E-mail: _____

Username: _____ Password: _____

If Hotel Shuttle, List Hotel Name: _____

VEHICLE DETAILS: *Below information is needed per vehicle – Please send us a Picture of each vehicle, this will appear within the Crew app.*

Vehicle Number (if there are multiple vehicles, please list how you would differentiate them) i.e. – Van 1, Limo 2, Sedan 3.

License Plate #: _____

Number of Seats: _____

Vehicle Type (Van, Sprinter, Sedan): _____

DRIVER DETAILS: *Below information is needed per driver. Please send picture for each driver, driver picture will appear within the Crew app.*

Driver 1:

Name: First _____ Last _____

Mobile Phone: **Include Country Code:** _____

Driver 2:

Name: First _____ Last _____

Mobile Phone: **Include Country Code:** _____

Driver 3:

Name: First _____ Last _____

Mobile Phone: **Include Country Code:** _____

Driver 4:

Name: First _____ Last _____

Mobile Phone: **Include Country Code:** _____

FOR HOTEL SHUTTLES ONLY:

SHUTTLE STOPS - *Information provided here is so system knows what stops the shuttle will be making. i.e. Hotel to Airport / Airport to Hotel.*

Stop Name: _____

Stop Type (Airport / Hotel / Training facility / Other)

Stop Address / details (Terminal #, Gate #): _____

List any additional information about your shuttle service:

ROUTE DETAILS

Stop Sequence - list any stops along the way to destination – i.e. *Airport to Hotel, if there are multiple stops like picking up other passengers at other terminals/gates. Stop sequence would be: **Stop 1:** Pick-up Terminal 4, Gate 12, **Stop 2:** pick-up Terminal 7, Gate 3, **Stop 3:** pick-up Terminal 10, Gate 9. **Stop 4:** Hotel.*

Route Name: _____

Route Duration (in minutes): _____

Stop Sequence: _____

Stop Name: _____

ROUTE SCHEDULE

Route Name: _____

Interval (how often is the shuttle operating)

(set schedule? Call upon arrival? On the :15's, on the :30's)

Set Time Schedule:

Start Time: _____

End Time: _____

Intervals in Minutes: _____

Call upon arrival: YES / NO

Recurring Schedule:

Monday: _____ Tuesday: _____

Wednesday: _____ Thursday: _____

Friday: _____ Saturday: _____

Sunday: _____