

Shuttle Request Form

Approved Venues for Shuttle Service: Heronswood Garden, Port Gamble Wedding Venues, Farm Kitchen, Kingston House, Red Cedar Farm & Llama Rose Garden.

Event: _____

Date: _____

Venue : _____

Venue Address: _____

(Port Gamble, please indicate whether the ceremony is at the church or pavilion)

Start Time / Ceremony Time: _____

Run times should be 30 mins apart

Requested time to depart to venue from hotel: _____

Estimated Trips Needed: _____

Shuttles hold 13 passengers. We only schedule one shuttle driver at a time, if more than one shuttle is needed please indicate. A request for 2 shuttles is not guaranteed and additional fees may apply.

Event Ends: _____

First trip back to hotel: _____

Second trip back to hotel: _____

Contact Name: _____

Contact Phone Number: _____

Shuttle Times Confirmed By:

Signature: _____

Last departure for weddings is 10:30pm. Please inform your guests that if they miss the 10:30pm they need to make their own transportation arrangements.

Damages: if there is any damage to the shuttle or excessive cleaning is needed, a fee of \$150 could be charged.