



Castle Chess Camp

AIRPORT TRANSPORTATION COORDINATION

Dear instructors, staff, campers, and parents:

School is almost over and it's time to start preparing to come to Atlanta for Castle Chess Camp. Castle Chess does not officially provide airport transportation. However, a dedicated group of volunteer parents is ready to help make sure that each person arrives and departs safely and on time.

My name is Gwyn Hollins and I am your Transportation Coordinator this year. My son Alexander is attending as a camper. If you need transportation to and from the airport, please send me the following information:

- Camper name, gender, and age (Staff; just your name please)
- Identifying descriptive item (e.g. wearing a blue Braves hat or carrying a green backpack)
- Departure city,
- Airline, flight number, and departure time,
- Arrival time in Atlanta
- Departure time, airline, and flight number for your return flight
- For campers, parent or guardian's name and contact phone number
- Cell phone number for the person being picked up

Please email this to glennchess@earthlink.net by June 7. We cannot guarantee transportation if information is received after this date, although we will do our best to accommodate everyone. It will take a few days to coordinate schedules, but as quickly as possible we will reply to you with the name of the person assigned to pick you up. We will also plan to call parents to confirm pickup for any camper under the age of 16.

For those children who are traveling alone under the age of being released by the airline, a volunteer parent has to pick them up at the gate. The parent has to provide that person's name to the airline or the airline will not release the child.

If email is not convenient, please feel free to call. Feel free to call or email if you have any questions or concerns.

NOTE for Atlanta families and staff: If you are able to volunteer for an airport pickup or drop off, please email me. Thanks!

Gwyn Hollins
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