



Prince Conference Center Airport Shuttle Service

We are happy to provide complimentary shuttle service to and from the Gerald R. Ford International Airport. The Prince Conference Center is located on the East side of the Calvin College Campus at 1800 East Beltline in Grand Rapids (about 15-20 minutes from the airport). To make shuttle arrangements, please contact the Front Desk at (616) 526-7200 or by email at prince-reserve@calvin.edu.

Please read the following information regarding our shuttle service:

- Shuttle service is available 7 days a week from 6a.m. to 11p.m.
- Flight information (airline, flight number and time) is required **7 days** prior to arrival.
- Scheduled shuttle service **from the airport to Prince** *may arrive 10-15 minutes after the flight arrival time.*
- Scheduled shuttle service **from Prince to the airport** departs from Prince Conference Center *approximately 2 hours prior to departure flight time.*
- We will monitor your flight for delays and do our best to accommodate any changes that are within our shuttle service availability.
- The Prince Conference Center van will wait in the hotel shuttle service lane at the airport; drivers are not permitted to leave the van. Please look for a white minivan with the Prince Conference Center logo on the back window.
- A \$25 cancellation fee is assessed for no shows and unnecessary shuttle runs.