



## MEET AND GREET PROCEDURES

### Airport

#### Vancouver International Airport – YVR

**Domestic Arrivals:** Please proceed to your designated baggage carousel, on level 2 arrivals, where your chauffeur will be waiting with a gold paging board bearing your name in bold. If you do not have checked baggage, you **must** still proceed to your designated baggage carousel.

**International Arrivals:** Proceed to immigration, collect your luggage at the baggage carousels, proceed through customs and you will enter the International Reception Lobby (IRL). Follow the signs to the Exit/Greeting Area to the right. Where the chauffeur will be waiting with a gold sign bearing your name in bold.

\* For all other airports please contact our office for procedures 877-369-5466

#### Cruise Ship Terminals:

**Canada Place Pier/Ballantyne Pier:** Upon disembarkation of the ship you must collect your luggage and proceed through customs and immigration. Then exit the building to the transportation area where you will need to locate the **“Limousine Phone”** which will connect you directly to a Vancouver Ports Personnel at the off-site limousine holding area. Please provide your name and state that Griffin Transportation is your limousine service. The limousine will then be dispatched to your location within minutes from the off-site holding area.

**If you can not locate your chauffeur you must contact our office immediately at  
(877) 369 5466 (24 hours)**

**\*\*Failure to do so will result in a ‘no show’ and the trip will be billable\*\***