



IMPORTANT ARRIVAL INFORMATION  
TAKE THIS WITH YOU TO THE AIRPORT

Important Telephone Numbers you may need on Arrival Day:	
1. ELS/NY Manhattan Center Help Line.....	1-866-351-8921
2. GK Limo (APU for JFK, LGA and EWR Airports).....	1-845-323-7533
3. ELS/NY Manhattan Center (open Monday-Friday 8:00 a.m. – 5:00 p.m.) .....	1-212-431-9330

Thank you for choosing ELS Language Centers / NY Manhattan! We look forward to welcoming you! For your safety and convenience, the following instructions will assist you prior to your housing destination:

**If you reserved APU:**



For Domestic Flights, please proceed to baggage claim area

For Int'l Flights, your driver will be waiting just outside Int'l Arrivals. The driver will be holding a sign reading "ELS Language Centers" with the student's name on it.

**What if my arrival time or flight changes?**

Please call **GK Limo** at **1-845-323-7533**. Give them your new airline, flight number and arrival time into New York. GK Limo's number is answered 24 hours a day. If you encounter issues, contact the ELS/NY Manhattan Center Help Line above.



**What if my luggage is lost?**

If your luggage is lost, please go to your airline's counter at the airport. If you are staying in a homestay, we suggest that you telephone your homestay to inform them that you will be arriving later than expected. Luggage is usually found and returned to students within 24 hours.

Your luggage can be delivered to the ELS Language Center between 8:00 AM and 5:00 p.m., Monday through Friday. **The center's address is:**

**17 Battery Place, Floor 9, Suite 934 – New York, NY 10004**



**Arrival to Homestay:**

If your flight plans change, we recommend that you contact your host family to tell them when to expect you. If you have a problem and your homestay host cannot help you, please call the ELS NY/Manhattan Center Help Line at the above number.

**IN CASE OF EMERGENCY, please contact the ELS NY Manhattan center help line: +1.866.351.8921**

This is a free call from any telephone and will reach an ELS Language Centers staff person on duty.