

You requested travel instructions for **Roaring Gap Club**

Please read the instructions below and follow them accordingly. If you should have questions please ask before you book your travel. Neither PGI nor Roaring Gap Club assume any responsibility for money lost due to incorrect travel arrangements made because of your lack of attention.

## **IF YOU FLY**

### **CONTACT PERSON WHILE YOU TRAVEL**

*In case you miss your flight, or the flight is delayed, the person with whom you need to communicate is:*

Name: **Rodney Sigmon**

Email: [rsigmon@roaringgapclub.com](mailto:rsigmon@roaringgapclub.com)

Work Phone: **(336) 363-5005**

Mobile Phone: **(336) 200-4572**

Note: Please contact **Rodney Sigmon** above during your travel in case you are delayed or if you miss your flight. For fastest contact please use text. If you use email, please copy Mr. Petrina at [pp\\_petrina@petrinagroup.com](mailto:pp_petrina@petrinagroup.com) so he is kept in the loop.

### **BEST AIRPORT TO FLY INTO**

**Charlotte Douglas Intl. Airport (CLT)**

### **RECOMMENDED DAYS TO ARRIVE ON:**

**Monday - Friday**

Note: if you cannot fly on the days above, please email Rodney Sigmon above with the date that you intend to travel on. Please copy Mr. Petrina to the email. Please do not book your ticket until you have received confirmation from Rodney Sigmon or Mr. Petrina that your intended date is accepted.

### **PREFERRED TIME INTERVAL TO ARRIVE ON:**

**Day Time, by 4:00 pm preferably.**

Note: Please make sure that your flight does not land after 4:00 pm as it would make picking you up at the airport difficult, in which case you may need to spend the night in Charlotte at your own expense.

### **NAME OF PERSON PICKING YOU UP**

**Rodney Sigmon**

Mobile: **(336) 200-4572**

### **WHAT TO DO BEFORE AND AFTER YOU LAND:**

Before your plane to Charlotte takes off, please text Rodney Sigmon on his cell phone and Rick Sederholt on his cell phone 919-601-5822 and provide them with your estimated time of arrival.

After you have collected your bags, please text Rodney Sigmon on his cell phone and Rick Sederholt on his cell phone 919-601-5822; you will receive information on where you will be picked up.

*Note: if airport pick-up cannot be made either because **Rodney Sigmon** is not available, or because your flight arrives later in the evening, you may need to spend the night in Charlotte. The employer will reimburse you for the cost of the hotel if they cannot pick you up. Please save the receipt and submit it promptly to **Rodney Sigmon**. If you arrive late despite being advised not to, and airport pick-up cannot be made, you may need to stay in Charlotte overnight at your own expense.*

## IF YOU DRIVE

### CONTACT PERSON DURING TRAVEL PERIOD

*(this will be the person who you must communicate with during your travel in case you encounter problems such as accidents, delays, mechanical problems. Etc.)*

Name: **Rodney Sigmon**

Email: [rsigmon@roaringgapclub.com](mailto:rsigmon@roaringgapclub.com)

Work Phone: **(336) 363-5005**

Mobile Phone: **(336) 200-4572**

Note: *For fastest contact please use text. If you use email, please copy Mr. Petrina at [pp\\_petrina@petrinagroup.com](mailto:pp_petrina@petrinagroup.com);*

### RECOMMENDED DAYS TO ARRIVE ON:

**Monday - Friday**

Note: *If you cannot arrive on the days above please email Rodney Sigmon above with the date that you intend to arrive on. Please copy Mr. Petrina to the email. Please wait for confirmation from Rodney Sigmon or Mr. Petrina that your intended date is accepted before making final travel plans.*

### PREFERRED TIME INTERVAL TO ARRIVE ON:

**Day Time, preferably by 4:00 pm.**

Since you will be driving yourself please plan to arrive no later than 4:00 pm to allow enough time for processing of your employment documentation and check-in.

### ADDRESS FOR THOSE WHO WILL DRIVE

The address where you need to go to is:

**Roaring Gap Club  
2663 Roaring Gap Drive  
Roaring Gap, North Carolina 28668**

### WHAT TO DO UPON ARRIVAL

**Please text Rodney at least 3 hours before your anticipated arrival at the club.**

**Please check in at front desk of the Greystone Inn and Ask for Rodney Sigmon or Rick Sederholt**