



Operations Memorandum

To: CVG Airlines and Tenants

From: Brian Cobb, VP - Customer Experience

Subject: South Airfield Road Update and Ultimate Air Shuttle Relocation

Date: October 15, 2015

The tunnel on South Airfield Road is scheduled for reopening Monday, October 19 prior to 8 a.m. All detour signage and barricades will be removed allowing full access through the tunnel and return to normal vehicle traffic flow. Please remain vigilant as tenant personnel and new guests in the area adjust to the change.

On the same day, Ultimate Air Shuttle will relocate to the Delta Jet Center. Ultimate Air Shuttle guests have received prior communications to include the access map found on the following page. All wayfinding signage on airport property has been updated to reflect the relocation. Additional temporary signage will be placed at strategic locations as an added measure. Please assist any guest that may need wayfinding assistance as they become oriented to the new location.

As always, thank you for your patience and support as we continue our Airport community improvements.

