Greater Wellington
Te Pane Matua Taiao

1 May 2024

File Ref: EXTREL-893300156-5826

«CE_first_name» «CE_surname»
«CE_name_suffix»
«Organisation»
«Generic_Email»

Tēna koe «CE_first_name»

Snapper on-board the Wellington Airport Express

As our public sector organisations navigate today's acute financial pressures, I am writing to ask that «Organisation» considers Metlink's Airport Express as a priority travel option for connecting to and from air travel in Wellington.
As part of Greater Wellington Regional Council, Metlink has provided the Airport Express since July 2022. The service runs 7 days a week from Wellington Airport to the Wellington Railway Station every 10 - 20 minutes.

It costs $7.96 one way if you use Snapper, Wellington's electronic transport card, available from Snapper retailers. That's a far better deal than $40 in a taxi from the Airport to the Wellington CBD.   Alternatively departmental purchase cards and credit cards can also be used, but it costs a bit more.   To connect Snapper with your credit card or P-Card, see the information below.

The bus uses its own bus tunnel so it's a very quick trip (25-35 minutes). There's free WIFI on board too.

I hope you find this travel option of use for you and your staff when you travel in and out of Wellington.

Ngā mihi

Daran Ponter
Chair

Wellington office
PO Box 11646
Manners St, Wellington 6142

Upper Hutt
PO Box 40847
1056 Fergusson Drive

Masterton office
PO Box 41
Masterton 5840

0800 496 734
www.gw.govt.nz
info@gw.govt.nz

Contactless payment

The AX service takes contactless payments. There is no receipt on the bus, but the Snapper GST number appears on the P-card statement.

See below:
Statement descriptor
AXBUSFARE GST039344939
Amount
$10.00

To use a Snapper Card with your PCARD

1) On the Snapper website, https://www.snapper.co.nz/account-management/ Set up a Snapper account and Register your Snapper Card to the account.
2) Using either an Android smart phone with NFC or Apple iPhone 7 and above IOS 15 Download the Snapper Reload App. instructions here https://www.snapper.co.nz/account-management/
3) This registers the PCARD as the payment method within the Snapper App.
4) Use the Snapper phone app to top up your Snapper card as and when required. (you do this by using the app to scan the card, buy a top up and then load the top up to your PCARD)
5) For records of the transactions the App and the website show the past 20 transactions and you can access them a https://snapperaccount.snapper.co.nz/transaction-history. These can be downloaded and printed off.