

## IMPORTANT INFORMATION

**easyJet does not issue conventional flight tickets. All you need to do is to quote your booking reference and show proof of identification when you check-in for your flight.**

### Photographic identification

All passengers must provide a valid form of photographic ID at check-in on all flights including domestic services.

Children under 16 years of age travelling on UK domestic flights can travel without photo identification provided that they are travelling with an accompanying adult.

### Check-in and boarding

easyJet now require online check-in. C.I.Travel or your Travel Agent can do this on your behalf up to 30 days in advance of your trip.

**Bag Drop:** If you are checked in on line you will need to go to Bag drop to check your bag on to the Aircraft, after which you may go through Security.

The boarding gate closes 30 minutes prior to the schedule time of departure.

Passengers who present themselves at the gate less than 25 minutes prior to the scheduled time of departure will not be accepted for travel and will forfeit their seats.

### Baggage

If you have added baggage when making your booking your allowance is:

- One standard size cabin baggage, measuring 45 X 36 X 20 cm (including handles and wheels). The bag must fit under the seat in front of you.
- Standard hold luggage allowance is 23kg per passenger.

***A fee of £10 per kilo for excess weight is charged at airport.***

### Additional Assistance

If you require additional assistance please contact C.I. Travel reservations on, 01534 496600 at least 48 hours before the scheduled departure time of your flight.

Please ensure you check-in, at least 90 minutes prior to the scheduled departure time of your flight.

### Changes and Cancellations

We are unable to offer refunds if you want to cancel a flight.

You can change the name or flight details in your booking. A fee will be charged per passenger, per one-way flight for any change that is made.

Please note that for both name and flight changes you will need to pay the difference in any cost between the cost of the flight at the time of booking and the cost of the same flight at the time the change is made.

Changes can be made up to 2 hours prior to the scheduled departure time of your flight.

No refund will be made if the cost of the flight is lower at the time of the change than at the time of booking.

Please contact C.I. Travel reservations on 01534 496600, for any flight changes.