

## Travelers Checklist & Information

1. Please, check immediately the names and flight info, upon receipt of the ticket.
2. Please, Re-confirm all flights 72 hours prior to departure. Failure to re-confirm may result in cancellation.
3. For your domestic & international airline seat assignment, please call the airline reservation agent. Some airlines seats are assigned at the time of check-in.
4. Please, Check-in at least 2 hours before departure on Domestic & 3 hours on your International flights. Remind the airline agent on your international flight connection to have your check-in baggage properly tagged on your final destination.
5. Carry-on & Check-in Requirements:
  - All airlines now have the same baggage allocation on ALL Domestic & International flights.
  - Each adult & child is entitled to check-in 2 pieces of baggage with a maximum weight of 50lbs. each baggage.
  - Carry-on bags are limited to one bag per person, which must not exceed 15lbs. plus one personal item.
  - Personal Items include: Laptop Computers, purses, small back pack, briefcases, or camera cases.
  - Remember one plus one – Don't forget to place identification tags with your Name, Address, and Phone Number on all of your baggage, including your lap top computer. It is a good idea to place an identification tag inside your baggage as well.
  - Avoid over packing so that your articles don't spill out if your bag is opened for inspection.
  - Think carefully about the personal items that you place in your carry-on bag; the screeners might have to open your bag and examine its contents.
  - Consider putting personal belongings in clear plastic bags to reduce the chance that TSA screeners will have to handle them.
6. Philippine Airport users charge (AUC) the amount of PHP750.00 has to be paid to all departing passengers from Manila or Cebu.
7. For Philippine Passport holders only – A Travel Tax has to be paid at the Airport (Manila or Cebu) before Departure.
8. For Permanent Resident Card holders only – Please, check your cards expiration date and see to it that you have a valid card.
9. Please, check your passport for the expiration date. Passports have to be valid within 6 months of the return date.
10. It is against the law for any person to bring in any fresh fruits or animal products or meat by-products to the U.S.