

Online Check-in Guidelines for Airline Passengers

Dear Valued Passenger,

We are pleased to inform you about our online check-in process for your upcoming flight. Please follow the guidelines below to ensure a smooth and hassle-free experience:

Check-in Window

You can check-in online starting 24 hours up to 1 hour before your scheduled departure time.

How to Check-in Online

1. Visit our website or mobile app.
2. Enter your booking reference and last name.
3. Select your flight and follow the prompts to complete check-in.
4. Print your boarding pass or download it to your mobile device.

Baggage Information

If you have baggage to check, please arrive at the airport 2 hours before your flight to allow time for baggage drop-off and security screening.

Seat Selection

During the online check-in process, you may have the option to choose or change your seat. Additional fees may apply for certain seats.

Contact Information

If you have any questions or require assistance, please contact our customer service at [Phone Number] or email us at [Email Address].

Thank you for choosing our airline. Safe travels!

Sincerely,

The Airline Team