

## THROUGH CHECK-IN FOR SEPARATE PNR'S

If the guest has two bookings and the second flight is within 24 hours; two different PNR's can be merged and through check-in can be completed.

**Note:** Please take into account that the connection time between two flights should be at least 90 minutes.

For example; The guest AYŞE TEST has two different tickets: AYT-SAW and SAW-AMS.

“T” button is clicked on the AYT-SAW flight's check-in page and the guest's second reservation is found:

### PNR Search

☒ Reserved Passengers☐ Checked-IN Passengers☐ \*\*Standby Passengers

PNR :

Surname :

Search by passport and ID :

Clear

Search

Flight	**Dep-Arr Info	**Sch Dep Date	**Sch Dep Time	**Sch Arr Time			
PC2035	AYT-SAW(Istanbul)	11/06/2024	05:15	06:35	Seat Control	Check-In Search	**CheckIn Pax Search
A-320-186 TC-NBE							

No.	C	T	PNR	GROUP CODE	TIM SURNAME / NAME*	SEAT* ITIN*	PRIORITY CODE	Total XBaggage **FF Weight	INTBAG	JUMP AVAIL
Select All <input type="checkbox"/>										
1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	92XSPB	C1	TEST AYŞE/F	17A AYT-SAW	20			

Continue Check-in

\*\*Voluntary DB

\*\*Involuntary DB

The second flight is selected and click “Continue” button:

PNR No:

Search

DEP PORT	DEP DATE	DEP TIME	ARR PORT	FLIGHT NO	PNR NO	NAMES	SURNAME	GENDER	BIRTHDATE
SAW	11/06/2024	12:40	AMS	1253	92XSQC	AYŞE TEST	F		12/10/1999

Devam

On the check-in page, the second flight has been added and the second checkbox is selected for through check-in:

### PNR Search

☒ **Reserved Passengers**☐ Checked-IN Passengers☐ \*\*Standby Passengers

PNR :

Surname :

TEST

Search by passport and ID :

ClearSearch

Flight	**Dep-Arr Info	**Sch Dep Date	**Sch Dep Time	**Sch Arr Time			
PC2035	AYT-SAW(Istanbul)	11/06/2024	05:15	06:35	Seat Control	Check-In Search	**CheckIn Pax Search
A-320-186 TC-NBE							

No.	C	T	PNR	GROUP CODE	TIM SURNAME / NAME*	SEAT* ITIN*	PRIORITY CODE	Total XBaggage **FF Weight	INTBAG	JUMP AVAIL
Select All <input type="checkbox"/>										
1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	02XSPB	C1	TEST AYŞE/F	17A AYT-SAW-AMS		20		

Continue Check-in\*\*Voluntary DB\*\*Involuntary DB

**Note:** If the second flight has been online checked-in for, you can manually add the second flight with “add onward” and add the baggage to the last point:

Flight	**Dep-Arr Info	**Sch Dep Date	**Sch Dep Time	**Sch Arr Time			
PC1044	HAM-SAW(Istanbul)	26/06/2024	13:50	18:00	Seat Control	Check-In Search	
A321-200 TC-RDS							

No.	C	T	PNR	GROUP CODE	TIM SURNAME / NAME*	SEAT* ITIN*	PRIORITY CODE	Total XBaggage **FF Weight	INTBAG	JUMP AVAIL
Select All <input type="checkbox"/>										
1	<input type="checkbox"/>	<input checked="" type="checkbox"/>	T 8HZ4EG	AH1	DENEME ANDREAS/M	HAM-SAW		20	FF PC	

Continue Check-in\*\*Voluntary DB\*\*Involuntary DB

**PREPARED BY:**

DCS GROUP