



## Topic: Reminder Seat Changes

Dear all,

I would like to share you again as a final reminder for the seat changes. These are the rules from Pegasus and we need to follow them, it's a mandatory!  
Seat changes can only be accepted when.....

- If a passenger can't sit on the exit seat, doesn't want, can't speak English or not fit / too old.  
In this case you can change the seat if you take involuntary seat change and then reason NOT SUITABLE FOR THE EXIT SEAT (write down the reason, no English, old, doesn't want to)
- If the passenger is elder than 65 years old or need WCH assistant  
In this case you can change the seat if you take involuntary seat change and then reason SPECIAL SERVICES (write down, old, need WCH service)
- If the passenger is travelling with a family, children and not sitting together, check them in afterward.  
In this case you can change the seats with involuntary seat change and then reason Sitting Together and Auto Seating.
- If the passenger is an INAD. In this case you can change the seat if you take involuntary seat change and then reason INAD.
- If the TRC has problem with the weight and balance.  
In this case you can change the seat if you take Balancing Setting (TRC need seat change for weight and balance)

All other reasons like VIP... we are forbidden to use!

Please make sure to follow these rules otherwise it will cost us a lot of many as a penalty fee!

Regards,  
Aquil