



READ AND SIGN

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Topic: Seat Change Announcement

Hello,

As you know, all seats in the DCS system are offered to guests for a fee. However, due to some operational requirements, the seat change process may be free of charge.

Effective from May 1, the reasons for change are limited as follows. All free transactions will be checked. Ineligible replacements will be **billed as of June 1**.

Not Suitable For The Exit Seat
Balance Settings
Sit Together
Special Guest Services (disability-elderly)
VIP - Management Request
INAD & Detained Passenger
Aircraft Type Change

For families with different PNRs, seats can be assigned free of charge and guests can sit together in any place **provided by the system**. This process must be done with the "Auto Allocate Seat" button in the DCS with the "**Sit Together**" heading. In other words, the only reason to select "Sit Together" is to assign a free seat with "**Auto Allocate Seat**". Other registrations will be invoiced.

Regards,

Aquil