

Topic: Corendon Check-In, Carry-On Management

Dear All,

A few things are changing on Corendon, and here I would like to summarize them all.

Material

We have requested and received Corendon branded boarding passes. Please make sure you use the Corendon boarding passes instead of the DHS blank ones!

Unfortunately they are not able to provide us with bagtags, to check in suitcases we need to use our DHS bagtags.

@Supervisors, they can send us boarding passes in smaller packages only. Please inform me once you see we are running short. We will need to inform them to get the next delivery.

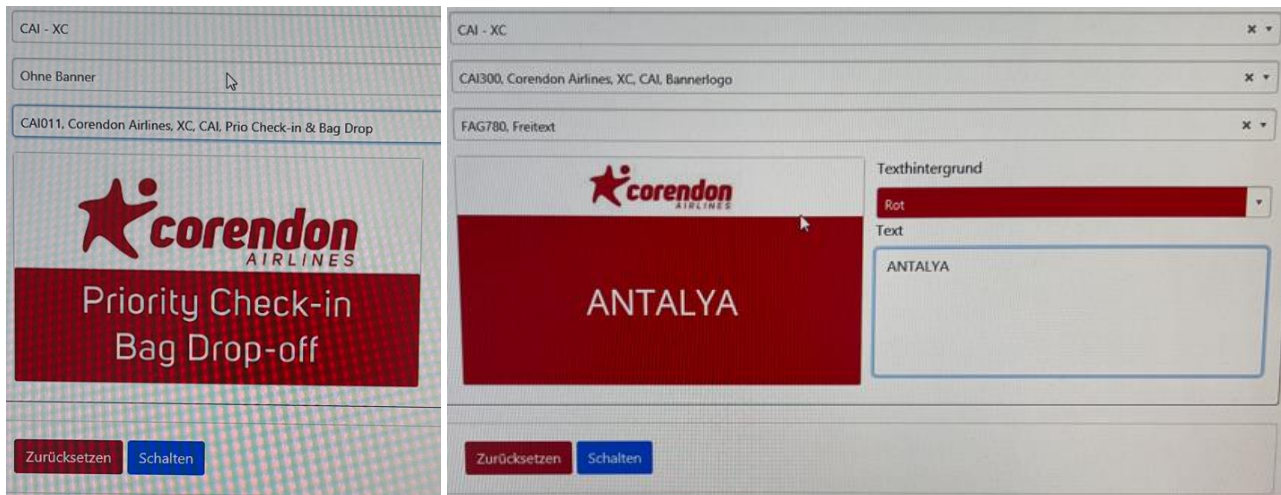


Check-In Setup

On Corendon 1 priority counter must be opened and manned at all times! While on the normal counters the background should be red, and it should say the destination only. Should we have more flights, and should we do Common Check In in the future, these regular counters should say 'ALL FLIGHTS' with a red background. Please see below pictures how the setup should look like together with the pages you need to select in the application.

!!! Important !!! At the priority counter besides the passengers with priority check in, passenger who already checked in online must be assisted as well. Passengers who do online check in are entitled to use the priority counter as well. This is airline's request.





Carry-On Management

On Corendon carry-on must be controlled as well! The airline has its own Cabin Baggage Tag which must be used, and permitted handluggages need to be labelled with it.

If the carry-on carried by the passengers does not meet the requirements excess baggage charges must be collected!



Full Flights:

If we have more than 160 passengers, handbags need to be collected. These bags would be collected free of charge, to reduce the volume of the handbags which are being brought to the aircraft.

On airline's approval these bags can be checked in already at the check in counters, important is that you set an SSR note, so it is clear why no excess charges were applied.

Thank you!

Norbert