# Manual – book FIT-flights





Page 3-6 create an option with flight Add flight to confirmed booking





In step 2 (Packaging), click Add Flight



You select the outbound airport in the drop-down box "From" and click on "See results"

## You are booking a flight for 2 Passenger | C1(2a)

● Return trip ○ Return Only ○ Outbound Only







You then get a number of different options on available flights and prices. To select a flight, click on "ADD". Before proceeding, read "Please Read these important notes before adding flights" at the bottom of the page. You then proceed by clicking on "PROCEED"







You are now adding the names of the travelers. It is enough with first names and surnames of the passengers as our system can not handle too long names in connection with the flight booking. Then click on "CREATE OPTION"

assengers information			
/ISC Voyagers Club numbers adde	ed in this section are only informative and no dis	count will be applied	
Adult1 TBAOnline			
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Passengers information MSC Voyagers Club numbers added	in this section are only informative and no discount w	vill be applied	^
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Passengers information MSC Voyagers Club numbers added i Adult1 TBAOnline Mandatory Data to confirm Bookin First Name () Lars Date of birth	in this section are only informative and no discount w ng Surname () Larsson Nationality	Gender ○ F ● M MSC Voyagers Club number ②	^





You can now see a summary of your option booking and you can send a booking confirmation to the customer via "SEND CUSTOMER RECAP" or if you wish to add more products, customer information and get further information about the booking then click on "MANAGE BOOKING"

OOKING DETAILS	
Cabin: 12344 Cabin: PREMIUM BALKONG MED HAVSUTSIKT DÄCK 11-12 -	Experience: Fantastica
LARS LARSSON	Packaging (e.g. Flights, Hotel etc.): FLIGHTS Stockholm,Arlanda Itl, Sweden - Frankfurt, Germany, 2022-08-13 at 06:00; Frankfurt, Germany - BARCELONA, SPAIN, 2022-08-13 at 09:50; BARCELONA, SPAIN - Frankfurt, Germany, 2022-08-20 at 16:00; Frankfurt, Germany - Stockholm,Arlanda Itl, Sweden, 2022-08-20 at 21:50 Booked Transfer from Airport to Port in Barcellona Transfer from Port to Airport in Barcellona
SVEN SVENSSON	Packaging (e.g. Flights, Hotel etc.): FLIGHTS Stockholm,Arlanda Itl, Sweden - Frankfurt, Germany, 2022-08-13 at 06:00; Frankfurt, Germany - BARCELONA, SPAIN, 2022-08-13 at 09:50; BARCELONA, SPAIN - Frankfurt, Germany, 2022-08-20 at 16:00; Frankfurt, Germany - Stockholm,Arlanda Itl, Sweden, 2022-08-20 at 21:50 Booked

Transfer from Port to Airport in Barcellona





Get your existing booking through "Manage booking"

nportant update					<u>Show</u>		
QUICK OVERVIEW	ALL PROMOTIONS	INDIVIDUAL RESERVATIO	ON GROUPS RESERVATIO	N MANAG	E BOOKING		
MANAGE BOOKING		SEARCH MSC VOYAGERS CLUB	CRUISES				
40399322		First Name	Last Name	dd/mm/yyyy or card	d number		
MANA	AGE BOOKING			S	EARCH CLUB		
			5 0/00	ENGERS or more can be a	ddad latar in stan 1		
			Pas	sengers Details	i		
Then click on "	Add flight" u	nder "Additional	items"	LARS LARSSC	ON 01/01/1	980	
	U		د	SVEN SVENSS	SON 01/01/1	980	
			Add	itional Items			
			Ad	lditional services			
			Ę	ONBOARD ITEMS			ADD HOTEL SERV CHARGES
			Tc	ur operating servic	:es		
			G				
			-				





You select the outdoor airport in the drop-down box "From" and click on "See results

```
You are booking a flight for 2 Passenger | C1(2a)
```

```
    Return trip
    Return Only
    Outbound Only
```







You then get a number of different options on available flights and prices. If you just want to check availability and prices, make sure you click on "Exit without saving and return to booking".

Please note that flights and prices are subject to availability and may change until you wish to add flights.

Do not click on ADD if customers have not confirmed the selected flights and prices. When you click on ADD, the flight booking will be made directly with the airline and can not be changed or canceled free of charge. Before proceeding, read "Please Read these important notes before adding flights" at the bottom of the page. To select a flight, click on "ADD". You then proceed by clicking on "PROCEED"

< Exit without saving and return to booking

FLIGHT OPTIONS

	2						
You are booking a flight for 2 Passenger C1(2a)			Return trip • 13/08/2022 - 20/08/2022 Stockholm,Arlanda Itl, Sweden - BARCELONA, SPAIN				
Lufthansa Lufthansa	13 Aus O6:00 Stockholm Arlanda Id, Sweden (ARN) 20 Aus 16:00 BARCELONA, SPAIN (BCN)	1 stop FIA 1 stop FIA ere for stop details 1 stop FIA 20 Au 1 stop FIA 20 Au 20 Au 1 stop FIA 20 Au 20 Au 5 Au 1 stop FIA 20 Au 5 Au 1 stop FIA 1 stop FIA 1 stop FIA 1 stop FIA 1 stop FIA 1 stop FIA 2 stop F	s Airline companies 50 ELENDA, N (BCN) 55 55 Transfer Included tholm,Arlanda veden (ARN)	Ticket price for 2 Passenger 7 182,02 kr ADD			
Lufthansa Lufthansa	13 Aus a O6:00 Stockholm, Arlanda Iti, Sweden (ARN) 20 Aus a 16:00 BARCELONA, SPAIN (BCN)	13 AU 1 stop MUC erre for stop details 1 stop FRA 20 AU 1 stop FRA erre for stop details 1 stop Stoc 1 details 1 stop Stoc 1 details 1 details	s Airline companies 00 Lufthansa s Transfer Included cholm,Arlanda weden (ARN)	Ticket pilca for 2 Passenger 7 290,46 kr ADD			
	nger Lufthansa Lufthansa Lufthansa	Lufthansa 13 Aug Stockholm, Arlanda Lufthansa 20 Aug Lufthansa 20 Aug Lufthansa 20 Aug Lufthansa 20 Aug Lufthansa 20 Aug Lufthansa 20 Aug Stockholm, Arlanda Iti, Sweden (ARN) Lufthansa 20 Aug Stockholm, Arlanda Stockholm, Arlanda Iti, Sweden (ARN) Lufthansa 20 Aug Stockholm, Arlanda Iti, Sweden (ARN) Lufthansa 20 Aug Stockholm, Arlanda Iti, Sweden (ARN) Stockholm, Arlanda Iti, Sweden (ARN) Iti, Swe	nger Return trip - 1 Stockholm,Arl Stochholm,Arl Stochholm,Arl Stochholm	nger Return trip + 13/08/2022 - 20/08/2022 Stockholm,Arlanda Itl, Sweden - BARCELONA, Si Lufthansa 13 Aug 66:00 Stockholm,Arlanda 14, Sweden (ARN) Lufthansa 20 Aug 15 Aug 16:00 BARCELONA SFAIN (BCN) Lufthansa 13 Aug 16:00 BARCELONA SFAIN (BCN) Stockholm,Arlanda 13 Aug 14 Aug 15 Aug 14 Aug 14 Aug 14 Aug 15 Aug 16 Aug 16 Aug 17 Aug 18 Aug			





# **ADDED SERVICES**

	Added services	(3)						
You can now see your booked flights under "Added services"	<b>∀</b> Flight Booked	LH80 9 Lufth ansa 13/08/ 2022	Stockholm,Arlanda Itl, Sweden ARN 06.00 Economy/coach discounted		>	Frankfurt, Germany FRA 08.15	SVEN SVENSSON LARS LARSSON	Price <b>3591.01 kr (PP)</b> ATTENTION: Airline, timetables and prices are subject to confirmation and
		LH112 6 Luftha nsa 13/08/2 022	Frankfurt, Germany FRA 09.50 Economy/coach discounted	>		BARCELONA, SPAIN BCN 11.50		availability. The price of the flight may change.
		LH112 9 Luftha nsa 20/08/2 022	BARCELONA, SPAIN BCN 16.00 Economy	;	>	Frankfurt, Germany FRA 18.10		
		LH80 8 Lufth ansa 20/08/ 2022	Frankfurt, Germany FRA 21.50 Economy	>	Stoc Itl, S 23.5	kholm,Arlanda weden ARN 5		
	<b>Transfer</b> Booked	BCNBCN Transfer f Barcellon	<b>AP - 13/08/2022</b> from Airport to Port in a	in			SVEN SVENSSON LARS LARSSON	Price O kr (PP)
	<b>Transfer</b> Booked	BCNBCN Transfer f Barcellon	<b>PA - 20/08/2022</b> From Port to Airport in a	in			SVEN SVENSSON	Price 0 kr (PP)





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### What is included in the price?

• Transfer from and to the airport and luggage is always included

### Requirements for our flights

- The flights you see in MSC Book are the flights we can offer today.
- We only offer flights that have a maximum of one stopover and follow the time parameters needed between the departure of the cruise and the arrival of the flight.
- We only offer flights the same day as the cruise starts / ends.
- You can only book round-trip flights not an easy flight.
- You can only book economy places. If you wish for a higher booking class, we ask you to contact the aviation department for price information.

### Names of the travelers

- It is enough with first names and surnames of the passengers as our system can not handle too long names in connection with the flight booking.
- Make sure that the names of the passengers are correct as it is not possible to make any changes to the selected flight without change costs.
- Do not add flights to a booking without a name this means costs from the airline that are charged to the travel agency.





### Number of people per booking

- Try not to add too many cabins per booking if you are also adding flights. It is then better that you book more bookings which can then be linked to each other.
- For large parties, we can not guarantee that all travelers will be able to travel on the same flight. This is because Amadeus does not upload too many places per departure.

### **Opportunity for changes**

- Price for name change on a confirmed flight is dependent on the airline's rules, so contact our flight department for price information. Change costs for the cruise will also be added.
- If you have created an option with flights and you need to change the name, we can not guarantee that the flight times and price will be the same after the change. Efter det att ett flyg är inlagt i en bekräftat bokning så är det ej avbokningsbart utan kostnad.
- There is a 100% cancellation fee for flights, so always collect full payment for this from the customer.

### Payment of flights:

- When you create an option with a flight, the down payment will include 100% payment of the flight.
- If you add a flight in an already confirmed booking, it is important that you have received full payment for the flight from the customer or if you work with direct invoicing that you ask the Contact Center to send out a payment link to the customer, this then only goes via the website to pay final after down payment is paid.



