

Check your travel wallet

You should have your Travel Wallet, flight details, Joining Instructions, Itinerary and luggage labels.

Before you leave

- Passports and visas - you must have a full, valid British 10 year passport. As validity requirements vary from country to country we suggest that your passport is valid for at least 6 months from your departure date. No visas are required. Holders of passports from other countries should check with the relevant Embassy. As in some countries you must have ID at all times, we suggest you take a photocopy of your passport with you. This also helps if you lose the original and need an emergency replacement.
- Remember to take your insurance policy & European Health Insurance Card.
- Travel to the Airport - please be sure to allow for delays en route and for delays at security. Check with AA Roadwatch on 0906 8884322 or Traffic England at www.trafficengland.com, or trafficscotland.org

Baggage allowance

The table below shows airline baggage limits per person. If you exceed these limits the airline will charge you.

Checked Baggage: One piece of checked baggage per person is included in your holiday cost. The airline will charge you if you take more than one, even if the combined weight is within the limit. 'Pooling' (combining your weight allowance with a companion on the same booking) is not generally allowed. Call us if you want the policy for a specific airline.

Hand Baggage: Policies vary not only between airlines. Please see table below.

AIRLINE	CHECKED BAGGAGE	HAND BAGGAGE	HAND BAGGAGE DIMENSIONS
AER LINGUS	20kg	10kg	55cm x 40cm x 24cm
AIR BALTIC	20kg	8kg	55cm x 40cm x 20cm
BA	23kg	SEE NOTES 1 & 2	56cm x 45cm x 25cm
BLUEAIR	32kg	10kg	55cm x 40cm x 20cm
EASY JET	23kg	SEE NOTE 1	56cm x 45cm x 25cm
FLYBE	23kg	10kg	55cm x 35cm x 20cm
TAP AIR PORTUGAL	23kg	8kg	55cm x 40cm x 20cm
NORWEGIAN	20kg	10kg	55cm x 40cm x 23cm
JET2	22kg	10kg	56cm x 45cm x 25cm
RYANAIR	20kg	SEE NOTE 3	40cm x 25cm x 20 cm
THOMAS COOK	20kg	6kg	55cm x 40cm x 20cm
TUI AIRWAYS	20kg	5kg	55cm x 40cm x 20cm
VUELING	23kg	10kg	55cm x 40cm x 20cm
LUFTHANSA	23kg	8kg	55cm x 40cm x 23cm
WIZZAIR	20kg	10kg	42cm x 32cm x 25cm

Note 1 Whilst there is no weight restriction for hand baggage, passengers must be able to put their own bag in the overhead lockers without assistance.

Note 2 Each passenger is also allowed a smaller handbag/laptop bag, the maximum size is 40cm x 30cm x 15cm

Note 3 Please refer to the on-line check-in information enclosed with your joining instructions.

Security restrictions

Sharp or pointed items must not be carried in hand baggage and will be confiscated at security control. This includes knives, scissors, razor blades, cutlery, tools, hiking poles, hypodermic needles (unless medical necessity can be proved), catapults, corkscrews, toy or replica guns, sporting bats or cues and darts.

Passengers may carry small quantities of liquids, but only within separate containers each of which with a capacity not greater than 100ml.

These containers must be brought to the airport contained in a single, transparent, re-sealable plastic bag (about the size of a small freezer bag), which itself must not exceed 1 litre in capacity (approximately 20cm x 20cm). The contents of the plastic bag must fit comfortably and the bag sealed. Each passenger may carry only one such bag of liquids.

The bag must be presented separately for examination at the airport security point.

Please note:

- Any containers larger than 100ml (excluding essential medicines, see section below) will NOT be allowed through the security search point.
- Most liquids of any amount may still be carried in hold baggage.
- One lighter per person may be carried through central search. Lighters form part of the allowance of the liquid in the litre bag and can either be placed inside the litre bag or screened separately provided they would fit into the bag. It is very important that passengers do not place the lighter into their cabin bag after screening - it must be carried on the person for the duration of the flight. Lighters are NOT permitted in hold baggage.

Remember that 'Liquids' includes:

- All drinks, including water, soup, syrups
- Creams, lotions, oils, perfumes, mascara etc
- Sprays and pressurised containers including shaving foam and spray deodorants
- Pastes, including toothpastes
- Gels, including hair and shower gel
- Any other solutions and items of similar consistency

Please note that liquids can usually be purchased beyond airport security search points, in the departures area, as these liquids are subject to a separate screening process.

Essential medicines for the period of the trip may be permitted in larger quantities above the 100ml limit, but will be subject to authentication. Passengers must have obtained the prior agreement of the airline with which they are travelling and their departure airport. Passengers must also bring with them supporting documentation from a relevant qualified medical professional.

Passengers are permitted to carry through airport security medical equipment essential for use during the period of their trip. Where possible the equipment should be contained within the ONE item of cabin baggage and again should be accompanied by supporting documentation from a relevant qualified medical professional.

Liquid baby food or sterilised water, sufficient for the journey, can be taken through airport security. The accompanying adult will be required to verify by tasting.

Liquid dietary foodstuffs which are deemed essential can be taken through airport security and will be subject to verification by the passenger.

Dietary requirements - please ensure you have made us aware of any allergies/special diets as some hotels offer a set menu where half board is included.

At the airport

After you have checked in, go immediately through security as there may be queues. Please pay particular attention to departure boards as some airports operate a silent policy and do not make announcements. Proceed to your departure gate in good time.

On arrival abroad

- Please proceed through passport control and customs and report to the Preferred Travel Services Representative. At some overseas airports you may be met by our agent - this will be shown in your Itinerary. Transfers to your hotel on arrival have been arranged.

- Time Differences

Europe in General, except Portugal	UK+1
Cyprus, Crete, Romania, Latvia & Estonia	UK+2
Portugal, Canary Islands & Morocco	As UK

While abroad

- Currency - major credit cards are widely accepted. The unit of currency in Euro zone countries (France, Italy, Spain, Portugal, Cyprus, Greece and islands, Andorra, Germany, Latvia, Canary islands, Estonia, Montenegro & Slovenia) is the EURO (Eur = 100 cents). Notes are in denominations of Eur 5, 10, 20, 50, 100, 200 and 500. There are 1 and 2 Euro coins and 1, 2, 5, 10, 20 and 50 cents. The currency in Gibraltar is the Gibraltar pound which has parity with sterling. British currency and the Euro are accepted on the Rock. In Poland the currency is the Zloty (ZL = 100 groszy). Banknotes are 200, 100, 50 and 10 zloty, and coins 5, 2 and 1 zloty, and 50, 20, 10, 5, 2 and 1 groszy. The currency in the Czech Republic is the koruna (CZK) abbreviated to Kč. Notes are 100 Kč, 200 Kč, 500 Kč, 1000 Kč, 2000 Kč, 5000 Kč and coins are 1 Kč, 2 Kč, 5 Kč, 10 Kč, 20 Kč, 50 Kč. Euros are also accepted in many places. The currency in Romania is the Romanian Leu (RON). Notes are in 1, 5, 10, 50, 100, 200 and 500. Coins are 1,5,10 and 50 bani (1 leu = 100 bani).
- Banking Hours - these vary from country to country and the times shown are just an indication. It is common for banks to be closed in the afternoon. Please check with your Preferred Travel Representative.

Most ATM's accept Switch/Delta/Maestro etc. Some shops will not accept Euro notes greater than Eur 50. Please note that banks in many countries (including eurozone countries) have stopped accepting travellers cheques. Check with your bank.

Health Requirements

- Requirements - Currently no vaccinations are compulsory for the countries visited. A doctor will be on call at the hotel. If you need special medicine, make sure you have enough for the duration of the holiday as the same brand may not be available locally. The following website contains useful tips on staying healthy while travelling www.dh.gov.uk/travellers

Telephone calls

- Remember that telephone calls made from hotel rooms anywhere in the world are very expensive - public phones are much cheaper and even calls from a mobile may save you money. When dialing the UK from abroad dial 00 44 followed by the full number omitting the first 0.

Electricity

- The electrical current will be 220/240V and an adaptor will be required.

Security

- Exercise sensible precautions, particularly in large cities and in public places such as airports, railway and bus stations where pick-pocketing is not uncommon. Avoid carrying large sums of money. Keep a separate note of any travellers cheques serial numbers, credit and debit card numbers and the telephone numbers for reporting loss of these.
- Take a photocopy of the photo page in your passport - this will save a lot of time and trouble if ever the original is lost.
- Please read the fire instructions posted in your hotel room.

Emergency contact

These numbers are for your use but also please pass this information to friends of relatives who may need to contact you.

0900 - 1730 Mon-Fri, 0900 - 1300 Sat
From overseas

0116 279 3929
(0044 116 279 3929)

Outside these hours
From overseas

0787 623 4381
(0044 787 623 4381)

Preferred Travel ✓ Services

Preferred Travel Services

41 High Street, Kibworth Beauchamp, Leicester, LE8 0HS

tel 0116 279 3929 ● fax 0116 279 3214

email: mail@preferredts.com ● www.preferredts.com
