

Key Travel  
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<http://www.keytravel.com>



**KEY TRAVEL**

**CONFIRMATION**  
Your itinerary is now confirmed.

Reference: RBFH25

Agent: Joan Jones

Tuesday, 03/07/2018

Organisation: LANCASTER UNIVERSITY - TRAVEL TEAM

**Price Summary:**  
Flight Costs: £564.20

Confirmation Codes:

**Total cost: £564.20**  
Prices are inclusive of all passengers.

Project Code: PYA1370  
Travel Approver: SWILSON  
Account Code: 1710 OVERSEAS TRAVEL  
Reason for Travel: CONFERENCE

Passenger Name(s):

Nr	Surname	Name(s)	Title
1	Stefanovska	Aneta	Prof

**Agent message:**

DEAR ANETA  
FLIGHTS ARE CONFIRMED AS REQUESTED  
ETICKET WILL FOLLOW IN A SEPARATE EMAIL LABELLED  
ETICKET  
YOUR HOLD LUGGAGE ALLOWANCE IS ONE PIECE OF 23KGS  
BEST WISHES  
JOAN

Flight : Manchester - London				04/08/2018	
From:	MANCHESTER, United Kingdom, Terminal 3			To:	HEATHROW, United Kingdom, Terminal 5
Depart:	Saturday, 04/08/2018	20:00		Arrive:	Saturday, 04/08/2018 21:00
Airline:	British Airways			Status:	Confirmed
Flight:	BA 1407			Equipment:	Airbus A320-100/200
Class:	N-Economy			Duration:	1:00
				Distance:	242 km / 150 miles
				CO2e (kg):	70.94
Special Service Request:					
Seat Nr					
09F Confirmed - STEFANOVSKA/ANETA PROF					

Flight : London - Tel Aviv				04/08/2018	
From:	HEATHROW, United Kingdom, Terminal 5			To:	BEN GURION, Israel, Terminal 3
Depart:	Saturday, 04/08/2018	22:30		Arrive:	Sunday, 05/08/2018 05:25
Airline:	British Airways			Status:	Confirmed
Flight:	BA 163			Equipment:	Airbus A321-100/200
Class:	N-Economy			Duration:	4:55
				Distance:	3589 km / 2231 miles
				CO2e (kg):	672.47
Special Service Request:					
Seat Nr					
10F Confirmed - STEFANOVSKA/ANETA PROF					

**Flight : Tel Aviv - London**

**18/08/2018**

<b>From:</b>	BEN GURION, Israel, Terminal 3	<b>To:</b>	HEATHROW, United Kingdom, Terminal 5
<b>Depart:</b>	Saturday, 18/08/2018 07:10	<b>Arrive:</b>	Saturday, 18/08/2018 10:35
<b>Airline:</b>	British Airways	<b>Status:</b>	Confirmed
<b>Flight:</b>	BA 166	<b>Equipment:</b>	Boeing 777
<b>Class:</b>	N-Economy	<b>Duration:</b>	5:25
		<b>Distance:</b>	3589 km / 2231 miles
		<b>CO2e (kg):</b>	672.47
<b>Special Service Request:</b>			
<b>Seat Nr</b>			
38A Confirmed - STEFANOVSKA/ANETA PROF			

<b>Flight : London - Manchester</b>		<b>18/08/2018</b>	
<b>From:</b>	HEATHROW, United Kingdom, Terminal 5	<b>To:</b>	MANCHESTER, United Kingdom, Terminal 3
<b>Depart:</b>	Saturday, 18/08/2018 12:40	<b>Arrive:</b>	Saturday, 18/08/2018 13:45
<b>Airline:</b>	British Airways	<b>Status:</b>	Confirmed
<b>Flight:</b>	BA 1388	<b>Equipment:</b>	Airbus A319
<b>Class:</b>	K-Economy	<b>Duration:</b>	1:05
		<b>Distance:</b>	242 km / 150 miles
		<b>CO2e (kg):</b>	70.94
<b>Special Service Request:</b>			
<b>Seat Nr</b>			
09F Confirmed - STEFANOVSKA/ANETA PROF			

#### **Ticket Rules:**

**Flights:** BA 1407, BA 163, BA 166, BA 1388

#### **Cancellation fees per person**

**Before travel:** Not permitted  
**After travel:** Not permitted  
**Maximum stay permitted:** 12 MONTHS

#### **Change fees per person**

**Outbound before travel:** GBP45.00  
**Inbound flight before travel:** GBP45.00  
**Inbound flight after travel:** GBP45.00

The ticket rule fees are per passenger, per ticket and are subject to availability and any seasonal fare change. Amendments and cancellations must be made at least 24 hours in advance of travel. All booking/admin fees are non refundable, Not all taxes are refundable and are on application only

#### **Visa information:**

National of SLOVENIA / ALL PASSENGERS

Responsibility rests with the traveller to check they have all necessary visas, documents and sufficient passport validity and blank pages for the countries they are visiting. Most countries require that a passport be valid for at least six months beyond the completion of a trip. If your passport expires sooner than that, you must apply to renew your passport. Entry and visa requirements can be found on our website [www.keytravel.com/visadatabase](http://www.keytravel.com/visadatabase). Please note that although we do our best to keep this information up-to-date, passport and visa regulations are subject to constant change; Key Travel cannot be held liable for any costs incurred as a result of a traveller being refused boarding or entry. Please ensure that you check passport and visa requirements directly with the foreign office or the relevant embassy before travel. Up-to-date travel information and travel safety and health advice can be viewed at [www.fco.gov.uk](http://www.fco.gov.uk) and we recommend all travellers check this site before travel.

#### **Key Travel Emergency Contact:**

Contact your reservation team for any travel enquires during Key Travel office hours (UK time: 08.45-17.30 Mon-Fri, 0900-1300 Saturdays). In the event of an emergency outside office hours contact +44 (0)20 7843 9602 where you will be put in touch with a Key Travel consultant.

#### **Important Information:**

- To avoid delays at check-in: Please supply us with the passengers:  
Passport no./ expiry date / country of issue / place & date of birth, so we can inform the airline or you can add it to the Airlines website prior to departure.
- British Airways requires all bookings to include a passenger's email and mobile number. If you have not already provided this, please advise your dedicated reservations team at your earliest convenience. This is a mandatory requirement by BA.
- BA online check-in: This service is only available on BA operated flights and when BA is the sole airline in the itinerary.



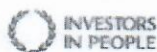
- If your booking includes flights or other scheduled transport, each section must be used in the order booked. Failure to complete the journey in the booked order on the scheduled time and date (including no shows) without prior arrangement with Key Travel or the travel provider will result in the remaining itinerary becoming invalid and the entire booking holding no refund value.
- **Please ensure your name appears as per your passport, failure to do so may result in denied boarding.** Should your name not be identical to your passport, please advise Key Travel immediately. Name update policies vary between airlines and, if permitted, all charges incurred will be the responsibility of the customer.
- Pre-allocation of seats and meals cannot be guaranteed, the airline reserves the right to change at any time.
- **New Traveller profiles:**  
We recommend a traveller profile is created for those who travel regularly. The most secure way to create a profile is via the Key Travel website <https://www.keytravel.com> (log in and go to 'Profile Manager' button).  
**Alternatively, please contact a Key Travel reservation consultant who can email a profile link directly**
- **Travel to the United Kingdom – Electronic devices restriction**  
The electronic devices and electrical items you're allowed to take on a flight depend on the country and airport you're travelling to the UK from. Some airlines might also have different restrictions.  
Check with your airline before you travel if you're not sure about what you can take as hand luggage.

Thank you for booking with Key Travel.

Upon receipt of your travel documents, please check all information for accuracy immediately.

All bookings are subject to Key Travel's standard terms and conditions of business, for a copy of Key Travel's standard terms and conditions of business please refer to: [www.keytravel.com/terms\\_conditions](http://www.keytravel.com/terms_conditions).

Key Travel is a full service travel management company. So the next time you call with an enquiry, remember that you can book your complete travel itinerary in one go, from flight, rail and hotel bookings to visa lodging, car hire and airport parking.  
All costs are not guaranteed until time of confirmation where the fare will be re-confirmed. Taxes may be charged locally. All details submitted must match the traveller's passport. Any discrepancies may result in the passenger being refused travel by the airlines or charges incurred for name changes or new ticket issuance. Key Travel cannot be held responsible for any charges resulting from incorrectly advised details. Any costs incurred from incorrect information will be the responsibility of the customer. Pre-allocation of seating cannot be guaranteed. For group bookings, once a deposit has been paid, air fares are guaranteed, however, taxes are subject to change and the final amount payable is as per the final invoice. Please note that some destinations impose additional local government/tourism taxes on hotel bookings. These are payable locally on arrival by the guest; Key Travel cannot accept or make payment in advance for these taxes.



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