Sun-Air of Scandinavia A/S

General conditions of carriage for passengers and baggage

Effective from 1 April 2005
Introduction

When you buy a ticket to travel on a flight we operate, you enter into a contract of carriage with us. The contract is governed by:

- the conditions in your ticket or itinerary and receipt;
- any tariffs which apply;
- these Conditions of Carriage; and
- our regulations.

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1 — What particular expressions mean in these conditions

*We, us, our* – Sun-Air of Scandinavia A/S.

*You, your* - any person holding a *ticket* who is to be carried or is carried on an aircraft, except members of the crew, or, in relation to *ticket* refunds, the person who paid for the *ticket*. (See also the definition for *passenger*.)

*Agreed stopping places* - the places, except the place of departure and the place of destination, set out in *your ticket* or shown in *our* timetables as scheduled stopping places on *your* route.

*Airline designator code* - the two or three letters or the letter and number which identify particular *carriers*.

*Authorised agent* - a *passenger* sales agent who *we* have appointed to represent *us* in selling air transportation on *our* services.

*Baggage* - *your* personal property accompanying *you* on *your* flight. Unless *we* say otherwise, this consists of *your checked* and *unchecked baggage*.

*Baggage check* - the parts of *your ticket* which relate to carrying *your checked baggage*.

*Baggage identification tag* - a document *we* give *you* to identify each piece of *your checked baggage*.

*Carrier* - an air carrier.

*Checked baggage* - *baggage* which *we* have taken into *our* custody and for which *we* have issued a *baggage identification tag* or a *baggage check* or both. (*Checked baggage* travels in the hold of the aircraft.)

*Check-in deadline* - the time limit *we* have set by which *you* must have completed check-in and received *your* boarding pass.
Conditions of carriage - these conditions of carriage or another carrier’s conditions of carriage as the case may be.

Conjunction ticket - a ticket we have issued to you in conjunction with another ticket which together make up a single contract of carriage.

Connecting flight – a subsequent flight providing onward travel on the same ticket or on a conjunction ticket.

Consumer - a man or a woman who has bought a ticket under a contract governed by the law of a member state of the European Union and plans to use it for travel outside his or her trade, business or profession.

Convention - whichever of the following apply.

- The Convention for the Unification of Certain Rules Relating to International Carriage by Air, signed at Warsaw, 12 October 1929 (referred to below as the Warsaw Convention).
- The Convention for the Unification of Certain Rules for International Carriage by Air, signed at Montreal, 28 May 1999 (referred to below as the Montreal Convention).

Coupon - a paper flight coupon or an electronic coupon, each of which entitles the passenger named on it to travel on the particular flight identified on it.

Damage - includes death of, wounding of, or bodily injury to a passenger. It also includes loss, partial loss, theft of, or other damage to baggage arising out of, or in
connection with, either carriage on flights we operate or other services we provide.

**Days** - all seven **days** of the week. For the purpose of sending notices, we will not count the **day** on which notice is sent. For the purposes of deciding whether a **ticket** is valid, we will not count the **day** on which the **ticket** was issued, or the first flight began.

**Electronic coupon** - an electronic **flight coupon** for an **electronic ticket** held in our computer database.

**Electronic ticket** - an **itinerary and receipt, electronic coupons** and any boarding document we have issued to you.

**Events beyond your control** - unusual and unforeseeable circumstances which you cannot control and the consequences of which you could not have avoided even if you had taken all due care.

**Flight coupon** - the part of your **ticket** which has the words ‘Good for Passage’ printed on it. In the case of an **electronic ticket**, it means the **electronic coupon**. The **flight coupon** shows the places of departure and destination between which you are entitled to be carried.

**Involuntary fare refund** - a refund, under clause 10b, of the fare for your **ticket**.

**Itinerary and receipt** - a document or documents we or our **authorised agents** issue on paper, by fax, by E-mail, or deliver electronically to **passengers** travelling with **electronic tickets**. It contains the passenger’s name, flight information and a receipt.

**Passenger** - any person holding a **ticket** who is carried, or is to be carried, on an aircraft, except members of the operating crew. (See also the definition for **you**,

**Passenger coupon** - the part of your **ticket** which is marked as such.

**SDR** - a Special Drawing Right as defined by the International Monetary Fund.
**Stopover** - a scheduled stop on your journey at a point between the place of departure and the place of destination.

**Tariff** - the published fares, charges and related **conditions of carriage** of an airline which have been filed, where required, with the appropriate authorities.

**Ticket** - either a document called ‘Passenger ticket and baggage check’ or an **electronic ticket**, which we or **our authorised agents** have issued to you.

**Transit passenger** - a passenger arriving at an airport for onward travel to another country:
- on the same flight from that airport;
- on a **connecting flight** from that airport;
- on a **connecting flight** from another airport; or
- on another onward flight from that airport.

**Unchecked baggage** - your baggage other than your **checked baggage**. (You take your unchecked baggage with you on to the aircraft.)

**Validity period** - the period for which your **ticket** is valid for travel.

**Voluntary fare refund** - a refund, under clause 10c, of the fare for your **ticket**.
2 — When these conditions apply

2a General

Except where clause 2c says otherwise, these **conditions of carriage** will apply to all flights we operate under the BA **airline designator code** and to any case where we have a legal liability to **you** in relation to your **flight**.

2b Code shares and franchises

On some services we have arrangements with other airlines known as code shares. This means that, even if you have a reservation with us and hold a **ticket** showing our or the BA **airline designator code** for the flight, another airline may operate the aircraft.

On some services we operate flights for British Airways ("BA") as a franchisee using the BA **name**, BA **livery** and the BA **airline designator code**.

If a code share or a franchise applies to your flight, we or **our authorised agents** will let you know if we or another airline will be operating the flight at the time you make a reservation.

2c Differences between these conditions of carriage and tariffs and laws

If these **conditions of carriage** are inconsistent with any **tariffs** or laws which apply to your contract of carriage with us, the **tariffs** or laws will apply.

2d Differences between these conditions of carriage and our regulations

If these **conditions of carriage** are inconsistent with our regulations, these **conditions of carriage** will apply.

2e Validity of these conditions of carriage

If one of these **conditions of carriage** is invalid, the other conditions will remain valid.
3 — Tickets

3a General

3a1 We will only carry you if you are the passenger named in the ticket. We may ask you to prove that this is the case.

3a2 You cannot transfer your ticket. However, please read clauses 3e and 3f.

3a3 We sell some tickets at discounted fares which may be partly or completely non-refundable. You should choose the fare which best suits your needs and consider taking out insurance to cover instances where you might have to cancel your ticket.

3a4 Your ticket is our property at all times if it was issued by us or our authorised agents. If your ticket was issued by or on behalf of another airline, it is the property of the airline which issued it.

3a5 Except where you have an electronic ticket, you will not be entitled to be carried on a flight unless you have presented a valid ticket to us containing:

- the flight coupon for that flight;
- all other unused flight coupons; and
- the passenger coupon.

You will not be entitled to be carried on a flight if the ticket you have presented is spoiled, torn or damaged or if it has been altered or tampered with unless we or our authorised agents have made the alteration.

If you are travelling on an electronic ticket, you will not be entitled to be carried on a flight unless the electronic ticket was issued in your name and you can prove to us that you are the person named on it.

3a6 A ticket is a valuable document and you must make sure it is not lost or stolen.

3b Ticket validity period
3b1 Unless it says differently on the ticket, in these conditions of carriage, or in any tariffs which apply, a ticket is valid for travel for:

- one year from the date it is issued; or
- one year from the date you first travelled using the ticket, as long as your first flight took place within a year of the ticket being issued.

3b2 If you are prevented from travelling within the validity period of a ticket because we could not confirm your reservation at the time you asked for it, we will:

- extend the validity period of the ticket; or
- give you a voluntary fare refund.

3b3 If, after beginning your journey:

- you become ill;
- your illness prevents you from travelling on your next flight within the validity period of your ticket; and
- you want us to extend the validity period so that you can continue your journey;

you must give us a medical certificate. The certificate must:

- state the facts relating to your illness; and
- confirm the date you will be fit to travel again (‘the recovery date’).

When we receive the certificate, we may decide to extend the validity period until either:

- the recovery date, as long as there is a seat available on the relevant flight in the class of service for which you have paid the fare; or
- if not, the first date after the recovery date when a seat will be available.

If the flight coupons left on your ticket involve one or more stopovers, we may decide to extend the validity period up to a maximum of three months from the
recovery date. If other members of your immediate family were travelling with you when you fell ill, we will extend the validity period of their tickets for a similar period.

3b4 If:
- a passenger dies during their journey; and
- other passengers are travelling in the same party as the dead passenger;

we may decide to do either, or both, of the following.

- We will not enforce any minimum stay conditions which apply to the tickets of members of the party.
- We will extend the validity period of their tickets.

3b5 If:
- you have begun your journey;
- a member of your immediate family dies; and
- you have supplied us with a copy of the death certificate,

we may decide to change your tickets and those of your immediate family travelling with you by doing either, or both, of the following.

- We will not enforce any minimum stay condition relating to the tickets;
- We will extend the validity period of the tickets.

We will not extend the validity period of the tickets for more than 45 days after the date of death.

3c Using flight coupons in the right sequence and changes in itinerary

3c1 Your ticket is valid only for the transportation shown on it from the place of departure through any agreed stopping places to the final place of destination. The fare you have paid is based on our tariff for the transportation shown on your ticket. We will not honour your ticket and it will no longer be valid if you do not use all the coupons in the sequence provided in the ticket.
If you want to change all or part of your transportation, you must contact us beforehand. We will work out the revised fare for your changed transportation. You will have the option of either accepting the revised fare or maintaining your original transportation.

If you need to change any aspect of your transportation because of events beyond your control, you must contact us as soon as possible. We will use reasonable efforts to transport you to your next stopover or final destination, without re-calculating the fare.

If you change your transportation without our agreement, your unused flight coupons will not be valid for travel and will have no value and we will not carry you until:

- we or our authorised agents have re-calculated the revised fare for your actual transportation; and
- you have paid the difference (if any) between the fare you have already paid and the revised fare which applies to your changed transportation.

If the revised fare is lower than the fare you have already paid, we or our authorised agents will refund you the difference.

While some changes to your transportation will not result in a change of fare, others, such as changing the place of departure (for example, because you have not used the first flight coupon in your ticket or you have reversed the direction of your travel) may result in a fare increase. Many fares are valid only for travel on the dates and for the flights shown on the ticket. You may not be able to change these at all or only if you pay us an extra fee to do so.

We will accept each flight coupon in your ticket for transportation in the class of service on the date and flight for which you have a reservation unless you fail to meet the check-in and boarding requirements in clause 6 or we have to deny you boarding because of overbooking or we exercise our right to refuse to carry you under clause 5d3 or 7.

If we issue a ticket without a reservation being specified on it, you may make a reservation later but whether you will be able to do so will depend on our tariff and whether a seat is available on your chosen flight.
If you cancel a booking before the **check-in deadline** for your flight, we will not cancel your return or onward reservations.

If you fail to cancel a booking before the **check-in deadline** for your flight and do not show up for the flight, we may decide to cancel your return or onward reservations.

### Replacement tickets

If you ask, we will replace your ticket with a new ticket if:

- you have lost your ticket or part of it;
- your ticket is spoiled, torn, damaged or has been altered or tampered with;
- you do not have your ticket with you and so cannot present it to us; or
- one or more unused flight coupons or the passenger coupon (or both) are missing from your ticket.

We will only do this if:

- we or our authorised agents issued the original ticket;
- you sign an agreement to repay us any costs and losses, up to the value of the original ticket, which we or another airline would suffer as a result of the ticket being misused; and
- you prove that you had a valid ticket.

We will not claim from you any losses which result from our own negligence. We may charge a reasonable administration fee for issuing a new ticket, unless the loss or damage was caused by us or our authorised agents.

If:

- you cannot prove that you had a valid ticket; or
- you do not sign an agreement;

we may ask you to pay up to the full ticket price for a replacement ticket. We will give you a refund if and when we are satisfied that the original ticket has not been
used before its validity period ran out. If you find the original ticket before its validity period runs out and give it to us, we will give you a refund at that time.

If we or our authorised agents did not issue your ticket, you must apply for a refund from the airline which issued it.

3e Your rights if you are prevented from travelling by events beyond your control

If:

- you are a consumer;
- you have been prevented from travelling by events beyond your control; and
- all or part of the fare for your ticket is non-refundable;

we will give you a credit for the non-refundable part of the fare. We will do this if you:

- have a completely unused ticket;
- have told us promptly about the events beyond your control; and
- have given us evidence of these events.

The credit can be used for future travel on us by you or any person you choose. We may take a reasonable fee from the credit to cover our administration costs.

3f Your right to transfer your booking to another passenger where the Package Travel, Package Holidays and Package Tour Regulations apply

We or our authorised agents will, if you ask, issue a new ticket to somebody else to replace your ticket if:

- your ticket has been issued as part of a package to which The Package Travel, Package Holidays and Package Tours Regulations 1992 SI 1992/3288 as amended (the Regulations) apply;
- you want to transfer your booking under regulation 10 of the Regulations;
- you prove to us or our authorised agents that you have satisfied the requirements of regulation 10 and are entitled to transfer the booking;
- you give us or our authorised agents reasonable notice of your intention to transfer the booking before your date of departure;
- you give us or our authorised agents the full name, address and contact number of the person to whom you want the new ticket to be issued;
- you deliver your ticket to us or our authorised agents; and
- you pay us or our authorised agents a reasonable administration fee for issuing the new ticket.

3g Our name and address on tickets

Our name may be abbreviated to our airline designator code on the ticket. Our address is Cumulusvej 10, DK-7190, Billund, Denmark. Please also see our website www.sunair.dk for more details of how to contact us.
4 — Fares, surcharges, taxes, fees and charges and currency

4a Fares and surcharges

4a1 Your fare covers transporting you from the airport at the place of departure to the airport at the place of destination, unless we say otherwise.

4a2 Your fare does not include ground transport between one airport and another or between an airport and the town terminal.

4a3 We or our authorised agents will work out the fare for your ticket which applies under our tariff on the date you pay for it. The fare will be for travel on the specific dates and itinerary shown on your ticket.

4a4 If you want to change either your itinerary or your dates of travel, this may increase the fare.

4a5 We may charge any surcharge to the fare for your ticket which applies under our tariff on the date you pay for your ticket, for example a fuel or insurance surcharge.

4b Taxes, fees and charges

4b1 You must pay any taxes, fees and charges imposed on us or on you by governments or other authorities, or by operators of airports.

4b2 When you buy your ticket, we will tell you about any taxes, fees and charges not included in the fare and they will normally be shown separately on the ticket.

4b3 Taxes, fees and charges change constantly and can be imposed or altered after the date we have issued your ticket. If they change or if a new tax, fee or charge is imposed after we have issued your ticket, you will have to pay us any increase. Similarly, if any taxes, fees or charges you pay to us when we issue the ticket are then abolished or reduced, you will be entitled to claim a refund from us.

4b4 If you do not use your ticket, you will be entitled to claim a refund of any taxes, fees and charges which you paid, less a reasonable service charge.
4c Currency

You must pay the fare and any taxes, fees, charges and surcharges in the currency of the country in which the ticket is issued, unless we or our authorised agents say you must use another currency at or before the time you pay. We may decide to accept payment in another currency.
5 — Reservations

5a General

5a1 We will record your reservation in our computer system. If you ask, we or our authorised agents will give you written confirmation of your reservation.

5a2 Some fares have conditions attached to them which limit or exclude your right to change or cancel reservations.

5a3 We or our authorised agents may charge additional carrier or agency fees for issuing or changing your ticket or providing other reservation services.

5b Time limits for payment of the fare

If you have not paid for your ticket by the deadline we or our authorised agents have set, we may decide to cancel your reservation.

5c Personal information

5c1 We may use the personal information that you provide and we collect, including information about your purchase history and how you use our services and facilities (‘your personal information’), for the purposes of:

- making a reservation and issuing a ticket;
- providing you with your transportation and any related services and facilities;
- accounting, billing and auditing;
- verifying and screening credit or other payment cards;
- immigration and customs control;
- safety, security, health, administrative and legal purposes;
- statistical analysis;
- marketing analysis;
- operating frequent flyer programmes;
- systems testing, maintenance and development;
- customer relations;
- helping us in any future dealings with you; and
• direct marketing and market research (which we will only do at your request or with your consent or if we give you the opportunity to opt out).

5c2 For these purposes we may release your personal information to:

• our subsidiary companies;
• carriers and other companies involved in providing your transportation or related services and facilities;
• our one world™ partner airlines and franchisees;
• data processors;
• our agents;
• government and enforcement agencies; and
• credit and other payment card companies and screening companies.

This may involve sending your personal information outside the European Economic Area.

5d Passengers requiring advance arrangements

5d1 For passengers with a disability refer to clause 18.

5d2 If you are not a passenger with a disability but you ask us or our authorised agents at the time of booking to provide any special assistance, we will make reasonable efforts to meet your request.

5d3 We may decide not to carry:
• unaccompanied children;
• pregnant women; or
• passengers who are ill

if arrangements to carry them have not been made before check in.

5e Seating

5e1 We will try to honour advance seating requests.

5e2 We cannot guarantee that you will be able to sit in any particular seat.
5e3  **We** can change **your** seat at any time, even after **you** have boarded the aircraft, as **we** may need to do this for operational, safety or security reasons.

5f  Reconfirming reservations

5f1  **You** may have to reconfirm onward or return reservations within certain time limits. **We** will tell **you** if **you** need to reconfirm and how and where **you** should do this.

5f2  If **you** fail to reconfirm, **we** may decide to cancel **your** onward or return reservations.

5f3  If **you** fail to reconfirm but let **us** know that **you** still want to travel and there is space on the flight, **we** will reinstate **your** reservations and carry **you**. If there is no space on the flight, **we** will use reasonable efforts to carry **you** to **your** next or final destination on a later flight.

5f4  **You** should check the reconfirmation requirements of any other **carriers** involved in **your** journey and where necessary, reconfirm with the **carrier** whose **airline** **designator code** appears on the **ticket** for the flight in question.
Check-in deadlines vary and your journey will be smoother if you allow plenty of time to check in. Please find out the check-in deadlines for your flights before you travel and keep to them. We may also tell you a time by which you must present yourself for check-in.

The check-in deadline for your first flight

We or our authorised agents will tell you the check-in deadline for your first flight with us. Check-in deadlines for all our flights operated under the BA airline designator code are set out in www.ba.com and you can also ask us or our authorised agents for details at any time.

You must check in by the check-in deadline

If you do not complete the check-in process by the check-in deadline, we may decide to cancel your reservation and not carry you. By completing the check-in process we mean that you have received your boarding pass for your flight.

You must arrive at the boarding gate on time

You must be present at the boarding gate not later than the time we give you when you check in. We may decide not to carry you if you fail to arrive at the boarding gate on time.

We are not liable if you fail to meet deadlines

We will not be liable to you for any loss or expense you suffer if you fail to meet check-in deadlines, fail to present yourself for check-in on time (if we tell you a time) or fail to be at the boarding gate on time.
7 — Our right to refuse to carry you or to ban you from travel

7a Our right to refuse to carry you

We may decide to refuse to carry you or your baggage if one or more of the following has happened or we reasonably believe may happen.

7a1 If carrying you or your baggage may put the safety of the aircraft or the safety or health of any person in the aircraft in danger.

7a2 If carrying you or your baggage may affect the comfort of any person in the aircraft.

7a3 If you are drunk or under the influence of drink or drugs.

7a4 If you are, or we reasonably believe you are, in unlawful possession of drugs.

7a5 If your mental or physical state or health is a danger or risk to you, the aircraft or any person in it.

7a6 If you have refused to allow a security check to be carried out on you or your baggage.

7a7 If you have not obeyed the instructions of our ground staff or a member of the crew of the aircraft relating to safety or security.

7a8 If you have used threatening, abusive or insulting words towards our ground staff or another passenger or a member of the crew of the aircraft.

7a9 If you have behaved in a threatening, abusive, insulting or disorderly way towards a member of our ground staff or a member of the crew of the aircraft.

7a10 If you have deliberately interfered with a member of the crew of the aircraft carrying out their duties.

7a11 If you have put the safety of either the aircraft or any person in it in danger.
7a12 If you have made a hoax bomb or other security threat.

7a13 If you have committed a criminal offence during the check-in or boarding processes or on board the aircraft.

7a14 If you have not, or do not appear to have, valid travel documents.

7a15 If you try to enter a country for which your travel documents are not valid.

7a16 If the immigration authority for the country you are travelling to, or for a country in which you have a stopover, has told us (either orally or in writing) that it has decided not to allow you to enter that country, even if you have, or appear to have, valid travel documents.

7a17 If you destroy your travel documents during the flight.

7a18 If you have refused to allow us to photocopy your travel documents.

7a19 If you have refused to give your travel documents to a member of the crew of the aircraft, when we have asked you to do so.

7a20 If you ask the relevant government authorities for permission to enter a country in which you have landed as a transit passenger.

7a21 If carrying you would break government laws, regulations, or orders.

7a22 If you have refused or failed to give us information which a government authority has asked us to provide about you, including passenger information requested in advance of your flight.

7a23 If you have not presented a valid ticket.

7a24 If you have not paid the fare (or any applicable surcharges, taxes, fees or charges) for your journey.

7a25 If you have presented a ticket acquired illegally.
7a26 If you have presented a ticket which you did not buy from us or our authorised agents.

7a27 If you have presented a ticket which was not issued by us or our authorised agents.

7a28 If you have presented a ticket which has been reported as being lost or stolen.

7a29 If you have presented a counterfeit ticket.

7a30 If you have presented a ticket with an alteration made neither by us nor our authorised agents.

7a31 If you have presented a spoiled, torn or damaged ticket or a ticket which has been tampered with.

7a32 If you cannot prove you are the person named in the ticket.

7a33 If you have changed your transportation without our agreement as set out in clause 3c.

7a34 If you have failed to present your ticket or your boarding pass or your travel documents to us when reasonably asked to do so.

7a35 If you have failed to complete the check-in process by the check-in deadline.

7a36 If you have failed to arrive at the boarding gate on time.

7a37 If you have refused or failed to undergo health screening or a health examination requested by us or by a government or enforcement agency.

7a38 If you have behaved in a way mentioned above on or in connection with a previous flight and we believe you may repeat this behaviour.

7b Our right to refuse to carry you when we have banned you from our route network
7b1 We will be entitled to refuse to carry you or your baggage if we have given you a banning notice and you have bought your ticket while the ban applies.

7b2 By a banning notice we mean a written notice we have given to you informing you that you are banned from being carried on our route network. (This means you are banned from travelling on all flights we operate.) This notice will give the date when the ban comes into force and the period for which it applies. A banning notice will also ask you not to buy a ticket or ask or allow anyone to do so for you.

7b3 If you try to travel while a banning notice is in force, we will refuse to carry you and you will be entitled to an involuntary fare refund.
8 — Baggage

8a Your free baggage allowance

We will carry some of your baggage free of charge. Your free baggage allowance will be shown on your ticket, or in the case of an electronic ticket, on your itinerary and receipt and will depend on our baggage regulations applying at the time of your flight. If you are in doubt, please ask us or our authorised agents for details of your free baggage allowance and our baggage regulations.

8b Excess baggage

You will have to pay a charge for the carriage of baggage over your free baggage allowance. Please ask us or our authorised agents for details of our excess baggage rates.

8c Items you must not carry in baggage

You must not carry the following in your baggage (whether as checked baggage or unchecked baggage).

- Items you are forbidden from carrying by law.
- Items you are forbidden from carrying by our regulations.
- Items likely to put the aircraft or people or property on board the aircraft in danger. These include the items shown in the ‘International Civil Aviation Organisation (ICAO) Technical Instructions for the Safe Transport of Dangerous Goods by Air’ and the ‘International Air Transport Association (IATA) Dangerous Goods Regulations’.
- Items which we reasonably consider unsuitable for carriage because they are dangerous, unsafe, too heavy, too big, fragile or perishable or because of their shape or character. In deciding if items are unsuitable for carriage, we will take account of the type of aircraft being used.

If we discover that you are carrying forbidden items, we will refuse to carry them. Please ask us or our authorised agents for information about forbidden items if you need it.
8d Firearms

8d1 On some of our services we do not carry firearms and ammunition. On services where we do carry firearms and ammunition we may charge a handling fee for accepting firearms and ammunition or we may exclude firearms and ammunition from your free baggage allowance in which case you will have to pay an excess baggage charge.

8d2 If you want us to carry firearms and ammunition, other than sporting guns or ammunition, you must get our permission before you check in. If you do not, we may decide not to carry them.

8d3 If you are travelling on a service where we carry firearms and you want us to carry sporting guns or ammunition, you must let us know before you check in. If you do not, we may decide not to carry them.

8d4 All firearms and ammunition must be carried as checked baggage and we will not allow you to take them into the aircraft cabin.

8d5 All firearms carried as checked baggage must be unloaded, have the safety catch on and be suitably packed.

8d6 Carrying firearms and ammunition is covered by the ICAO Technical Instruction and IATA Regulations referred to above.

8d7 You must make sure that you have all the documents you need for firearms and ammunition. If you do not, we may decide not to carry them.

8e Dangerous items you must not take with you on to the plane

8e1 You must not take any item into the aircraft cabin if we tell you that we reasonably believe that its presence there would affect the safety and security of the aircraft or any person in it. You must not take any item into the aircraft cabin which you are forbidden from taking into the aircraft cabin by law.

8e2 You must not take antique, toy or replica guns or weapons into the aircraft cabin.
8e3 You must not take swords, knives, archery bows, arrows or similar weapons into the aircraft cabin.

8e4 We may either tell you to check in items referred to in clauses 8e1, 8e2 and 8e3 as checked baggage or refuse to carry them altogether.

8f Fragile or perishable items must not be packed in baggage checked into the hold

You must not include in your checked baggage fragile or perishable items or items of special value such as:
- money;
- jewellery;
- precious metals;
- computers;
- personal electronic devices;
- share certificates, bonds and other valuable documents;
- business documents; or
- passports and other identification documents.

8g Our right to refuse to carry checked baggage not properly and securely packed

We will refuse to carry checked baggage if we reasonably believe that it is not properly and securely packed in suitable containers.

8h Our right to search, screen and x-ray you and your baggage

8h1 For reasons of safety and security we or our agents may ask to search and screen you and search, screen or x-ray your baggage. We will always try to search, screen or x-ray your baggage when you are present. However, if you are not available, we may search your baggage in your absence.

If you do not allow us to carry out the necessary safety and security searches, screening and x-rays, we will refuse to carry you and your baggage.

8h2 If a search or screening causes damage to you, or a search, screening or x-ray causes
damage to your baggage, we will not be liable for the damage unless it was caused by our negligence or fault.

8i Checked baggage (baggage checked into the hold)

8i1 You must put your name on each item of checked baggage.

8i2 When you check in your checked baggage, we will give you a baggage identification tag for each piece.

8i3 We will carry your checked baggage, whenever possible, on the same aircraft as you, unless we decide for safety, security or operational reasons to carry it on another flight. If we carry your checked baggage on another flight we will deliver it to you, unless the law says you must be present for customs clearance.

8j Unchecked baggage (baggage you carry on to the plane)

8j1 We set maximum dimensions and weights for unchecked baggage, which must also:

- fit under the seat in front of you; or
- fit in an enclosed storage compartment in the cabin of the aircraft.

8j2 If:

- your unchecked baggage is larger than the maximum dimensions or weights;
- does not fit under the seat in front of you or in an enclosed storage compartment; or
- we decide it is not safe,

you must check it in as checked baggage.

8j3 If you have an item of baggage (such as a musical instrument) larger or heavier than the maximum dimensions and weight for unchecked baggage but unsuitable to be carried as checked baggage, we will carry it in the aircraft cabin if:

- you told us before you checked in that you wanted to take it into the aircraft
• we agreed with you before you checked in to carry it in the aircraft cabin; and
• you have paid us any extra charge that applies for this service.

Please ask us or our authorised agents for details of our charges.

8k Collecting and delivering baggage checked into the hold

8k1 Unless clause 8i3 applies, you must collect your checked baggage as soon as we have made it available at your place of destination or stopover. If you do not collect it within a reasonable time, we may charge you a storage fee. If you do not claim your checked baggage within three months from the date we make it available, we may dispose of it without any liability to you.

8k2 Only the person with the baggage identification tag and if one has been issued, the baggage check, can claim a piece of checked baggage.

8k3 If a person claiming a piece of checked baggage cannot produce the baggage identification tag and if one has been issued, the baggage check, we will deliver the baggage to them only if they can prove to us that the baggage is theirs.

8l Animals

On some services we do not carry animals. If we agree to carry your animals, we will carry them subject to the following conditions.

8l1 On domestic flights (by which we mean flights within the common travel area of the United Kingdom (including the Channel Islands and the Isle of Man) and the Republic of Ireland) the following will apply.

• Only assistance dogs accompanying passengers with a disability can be taken into the aircraft cabin.
• Assistance dogs will be carried free save that we may make a charge if an adjacent seat has to be withdrawn from use to accommodate a passenger with a disability and accompanying assistance dog.
• We will carry domestic pet animals as checked baggage or as cargo, according to our policy at the relevant time.
• All other animals must be carried as cargo.

812 On international flights (by which we mean all flights other than domestic flights) the following will apply.
• Assistance dogs accompanying passengers with a disability can be taken into the aircraft cabin if applicable laws permit it and if the necessary arrangements are in place at the relevant airports.
• Assistance dogs accompanying passengers with a disability will be carried free save that we may make a charge if an adjacent seat has to be withdrawn from use to accommodate a passenger with a disability and an accompanying assistance dog.
• Assistance dogs which cannot be taken into the aircraft cabin, pet dogs and pet cats will be carried as checked baggage or as cargo, according to our policy at the relevant time.
• All other animals must be carried as cargo.
• We will only carry animals if it would be legal for them to arrive at your place of destination or transit point.

813 On all flights (by which we mean both domestic and international) the following will apply.
• Except for assistance dogs accompanying passengers with a disability, animals and their containers accepted as checked baggage will not be part of your free baggage allowance and you will have to pay an excess baggage charge for them.
• You must make sure that all animals travelling as checked baggage are put in proper, adequate and secure containers. If you fail to do this, we may decide not to carry the animals.
• You must present to us all health and vaccination certificates, entry permits, transit permits, exit permits and other documents needed for the animals. If you fail to do this, we may decide not to carry the animals.
• Unless carrying the animals is covered by the liability rules of the convention, we will not be responsible for their loss, sickness, injury or death unless we have been negligent.
• We are not liable to you for any loss you suffer because you do not have the health and vaccination certificates, entry permits, transit permits, exit permits and other documents needed for your animals. You must repay to us any
fines, costs, charges, losses or liabilities we have paid or suffered because you did not have these documents.

- From time to time we adopt regulations for carrying animals. Please ask us or our authorised agents for a copy.

9 — Schedules, remedies for delays and cancellations and denied boarding compensation

9a Schedules

9a1 The flight times shown in our timetables may change between the date of publication and the date you actually travel. We do not guarantee these flight times to you and they do not form part of your contract of carriage with us.

9a2 Before we accept your booking, we or our authorised agents will tell you the scheduled departure time of your flight and it will be shown on your ticket or itinerary and receipt. We may need to change the scheduled departure time of your flight after your ticket has been sent to you or to change the scheduled departure terminal for your flight. If you give us or our authorised agents contact information, we or they will try to let you know about any changes.

9a3 If, after you buy your ticket:

- we make a significant change to the scheduled departure time of your flight;
- you find this change unacceptable; and
- we or our authorised agents cannot book you on another flight which you are prepared to accept;

we will give you an involuntary fare refund.

9b Remedies for delays and cancellations

9b1 We will take all reasonable measures necessary to avoid delay in carrying you and your baggage.

9b2 These measures may, in exceptional circumstances and if necessary to prevent a flight
being cancelled, include arranging for a flight to be operated:

- by another aircraft;
- by another airline; or
- by both.

\[9b3\]

If we:

- cancel a flight;
- delay a flight by five hours or more;
- fail to stop at your place of stopover or destination; or
- cause you to miss a connecting flight on which you hold a confirmed reservation;

you can choose one of the three remedies set out immediately below.

**Remedy 1**

We will carry you as soon as we can to the destination shown on your ticket on another of our scheduled services on which a seat is available in the class of service for which you have paid the fare. If we do this, we will not charge you extra and where necessary, will extend the validity period of your ticket.

**Remedy 2**

We will carry you to the destination shown on your ticket in the class of service for which you have paid the fare at a later date at your convenience and within the validity period of your ticket on another of our scheduled services on which a seat is available. If we do this, we will not charge you extra.

**Remedy 3**

We will give or obtain for you an involuntary fare refund.

We will give you additional assistance, such as compensation, refreshments and other care and reimbursement, if required to do so by any law which may apply. We will have no further liability to you.

\[9c\] Denied boarding compensation
If you are denied boarding against your will on a flight for which you have both a valid ticket and a confirmed reservation, we will pay you compensation and provide refreshments and other care as required by any law which may apply. This will not apply if you fail to meet the check-in and boarding requirements in clause 6 or we exercise our right to refuse to carry you under clause 5d3 or 7.

10 — Refunds of fares, surcharges, taxes, fees and charges

10a  General

10a1 We will refund the fare and any surcharge for your ticket, or any unused part of it and any taxes, fees and charges, as set out in our fare rules and tariffs.

10a2 Unless we say otherwise, we will only make a refund to the person who paid for the ticket.

10a3 You must, if you want a refund, prove to us that you are the person who paid for the ticket.

10a4 Unless you are applying for a refund on a lost ticket, we will only make the refund if you first give us the ticket and all unused flight coupons.

10b  Involuntary fare refunds

10b1 We will pay fare refunds as set out below if we:

- cancel a flight;
- make a significant change to a flight time which is not acceptable to you;
- delay a flight by five hours or more;
- fail to stop at your place of destination or stopover;
- cause you to miss a connecting flight on which you held a confirmed reservation; or
- refuse to carry you because a banning notice is in force against you.

10b2 If you have not used any part of the ticket, the refund will be equal to the fare and
any surcharge and any taxes, fees and charges you have paid.

10b3 If you have used part of the ticket, the refund will be equal to at least the difference between the fare and any surcharge, taxes, fees and charges you have paid and the correct fare, surcharge, taxes, fees and charges for travel between the points for which you have used your ticket.

10c Voluntary fare refunds

10c1 If you are entitled to a refund of the fare for your ticket for reasons other than those set out in clause 10b, the refund will be as follows.

10c2 If you have not used any part of the ticket, the refund will be equal to the fare and any surcharge and any taxes, fees and charges you have paid, less any cancellation and reasonable service charge.

10c3 If you have used part of the ticket, the refund will be equal to the difference between the fare and any surcharge, taxes, fees and charges you have paid and the correct fare, surcharge, taxes, fees and charges for travel between the points for which you have used the ticket, less any cancellation and reasonable service charge.

10d Refund on a lost ticket

10d1 If you lose your ticket or part of it, we will, if you give us satisfactory proof of the loss and pay a reasonable administration fee, give you a refund as soon as possible after the validity period of the ticket expires. We will only do this if:

- the lost ticket, or part of it, has not been used, previously refunded or replaced (unless the use, refund or replacement by or to someone else resulted from our own negligence); and
- the person to whom the refund is made agrees to repay us the amount we refund if we later discover fraud.

This will not apply if any fraud or use by someone else resulted from our negligence.
10d2 If we or our authorised agents lose the ticket or part of it, we will be responsible for any loss.

10e Our right to refuse a fare refund

10e1 We may decide to refuse to give you a refund if you apply for it after the end of the ticket validity period.

10e2 We may decide to refuse to give you a refund if, when you arrived in a country, you presented your ticket to us or to government officials as evidence of your intention to leave that country, unless you can prove to us that:

- you have permission to stay in the country; or
- you will be leaving the country on another airline or on another form of transport.

10f Currency

We will pay you a refund in the same way and in the same currency that you used to pay for the ticket, unless we agree otherwise. For example, if you paid in US dollars by credit card, we will make a refund in US dollars to your credit card account.

10g Voluntary fare refunds are made only by the carrier who issued the ticket

We will only give you a voluntary fare refund if we or our authorised agents issued the ticket and we or they have authorised the refund.

11 — Behaviour on the aircraft

11a Unacceptable behaviour

If, while you are on board the aircraft, we reasonably believe that you have:

- put the aircraft, or any person in it, in danger;
- deliberately interfered with the crew in carrying out their duties;
- failed to obey the instructions of the crew relating to safety or security;
• failed to obey the seat-belt or no-smoking signs;
• committed a criminal offence;
• allowed your physical or mental state to become affected by drink or drugs;
• failed to obey the crew’s instructions relating to drink or drugs;
• made a hoax bomb or other security threat;
• threatened, abused or insulted the crew or other passengers;
• behaved in a threatening, abusive, insulting or disorderly way towards the crew or other passengers; or
• behaved in a way which causes discomfort, inconvenience, damage or injury to the crew or other passengers:

we may take any measures we think reasonable to prevent you continuing your behaviour. When the aircraft lands, we may decide to:

• make you leave the aircraft;
• refuse to carry you on the remaining sectors of the journey shown on your ticket; and
• report the incident on board the aircraft to the relevant authorities with a view to them prosecuting you for any criminal offences you might have committed.

11b Diversion costs caused by unacceptable behaviour

If, as a result of your behaviour, we divert the aircraft to an unscheduled place of destination and make you leave the aircraft, you must pay us the reasonable and proper costs of the diversion.
Using electronic devices on board the aircraft

For safety reasons, we may decide not to allow you to use electronic devices when you are on board the aircraft, including:

- mobile phones;
- laptop computers;
- personal recorders;
- personal radios;
- MP3, cassette and CD players;
- electronic games; or
- transmitting devices (for example, radio-controlled toys and walkie-talkies).

You must not use these items when we have told you that they are not allowed.

We will allow you to use hearing aids and heart pacemakers.
12 — Services provided by other companies

12a If we:

- arrange for another company (such as a tour operator, a train company, a ferry or a hotel) to provide land or sea transport or other services for you; or
- issue you with a ticket or voucher relating to land or sea transport or other services;

we are only acting as your agent in making the arrangements or issuing the ticket. The terms and conditions of the company providing those services will apply.

12b If we are also providing land or sea transport for you, specific conditions (not these conditions of carriage) will apply to that transport. Please ask us or our authorised agents for a copy of these specific conditions.
13 — Travel documents, entry requirements, customs inspection and security screening

13a General

13a1 You (not us) must:

- check the relevant entry requirements for any country you are visiting; and
- present to us all passports, visas, health certificates and other travel documents needed for your journey.

13a2 You must obey all laws, regulations and orders of any countries you fly from, enter or travel through or in which you are a transit passenger.

13a3 We will not be liable to you if:

- you do not have all necessary passports, visas, health certificates and other travel documents;
- your passport, visa, health certificates or other travel documents are invalid or out of date; or
- you have not obeyed all relevant laws.

13b You must present to us valid passports, visas, health certificates and other travel documents

Before you travel, you must present to us all passports, visas, health certificates and other travel documents you need for your journey. If we ask, you must:

- allow us to take and keep copies of them; and
- deposit your passport or equivalent travel document with a member of the crew of the aircraft for safe custody until the end of the flight.

13c What happens when you are refused entry to a country

If you are refused entry to a country, you must pay:
• any fine, penalty or charge imposed on us by the government concerned;
• any detention costs we are charged;
• the fare for transporting you back to your place of departure; and
• any other costs we reasonably pay or agree to pay.

We will not refund to you the fare for carrying you to the place where you were denied entry.

13d You must repay us fines, detention costs and other charges

If we have to pay any fine, penalty, fee, charge or costs (such as detention costs) because you have failed to obey any laws or regulations, or other travel requirements of the country to which you have travelled to or to produce the necessary documents needed by that country, you must repay us the amount we have paid as a result. We may take this amount from the value of any unused part of your ticket, or any of your money we have in our possession.

13e Customs inspection

If necessary, you must be present when your baggage is inspected by customs or other government officials. We will not be liable to you for any damage you suffer in the course of an inspection or because you are not present.

13f Security screening

You must allow us, government officials, airport officials, or other carriers to carry out security screening of you or your baggage.
If we and other carriers are involved in performing carriage for you under one ticket, or under a conjunction ticket, we will regard the carriage as a single operation for the purposes of the convention. However, please read clause 15g1.
15 — Liability for damage

15a These conditions of carriage govern our liability to you.

15b The conditions of carriage of other carriers govern their liability to you

The conditions of carriage of each other carrier involved in your journey govern its liability to you. Other carriers may have lower limits of liability.

15c Applicable laws

Our liability for the carriage of passengers and baggage is governed by the convention. This clause 15 sets out the limits on our liability and summarises the liability rules applied by us under the convention but if it is inconsistent with the convention or other applicable laws, the convention or other applicable laws will override this clause 15.

15d Our liability for the death wounding or other bodily injury of passengers

15d1 Our liability for proved damages sustained in the event of death, wounding or any other bodily injury by a passenger in the event of an accident shall not be subject to any financial limit.

15d2 For any damages up to and including the sum of the equivalent of 100,000 SDRs (approximately £82,000), we shall not exclude or limit our liability.

15d3 Notwithstanding the provisions of clause 15d2, if we prove that the damage was caused by, or contributed to by, the negligence or other wrongful act or omission of the injured or deceased passenger or of the person claiming compensation we may be exonerated wholly or partly from our liability in accordance with applicable laws.

15d4 To the extent that damages under this clause 15d may potentially exceed 100,000 SDRs (approximately £82,000) they will be reduced accordingly if we prove that the damage was not due to the negligence or other wrongful act or omission of us or our agents or that the damage was solely due to the negligence or other wrongful act or omission of a third party.
15d5  We shall, without delay and in any event not later than 15 days after the identity of
the natural person entitled to compensation has been established, make such advance
payments as may be required to meet immediate economic needs on a basis
proportionate to the hardship suffered.

15d6  Without prejudice to clause 15d5, an advance payment shall not be less than the
equivalent of 16,000 SDRs (approximately £13,000) per passenger in the event of
death.

15d7  An advance payment shall not constitute recognition of our liability.

15d8  An advance payment may be offset against any subsequent sums paid on the basis of
our liability.

15d9  An advance payment is not returnable, except in the cases described in clause 15d3,
or in circumstances where it is subsequently proved that the person who received the
advance payment was not the person entitled to compensation.

15d10 We are not responsible for any illness, injury or disability, including death,
attributable to your physical condition or for the aggravation of such condition.

15e  Our liability for damage to baggage

15e1  We are not liable for damage to unchecked baggage (other than damage caused by
delay which is covered by clause 15e4 below), unless the damage was caused by our
negligence or the negligence of our agents.

15e2  Our liability for damage to your baggage, including damage caused by delay, is
limited by the convention to 1,000 SDRs (approximately £820) except where you
prove that the damage resulted from an act or omission by us or our agents carried
out either:
  •  with the intention of causing damage; or
  •  recklessly and with knowledge that damage would probably result,

and you prove that our employees or agents responsible for the act or omission were
acting within the scope of their employment.
15e3 If you complete a special declaration of higher value at check-in and pay the applicable fee, our liability shall be limited to the higher declared value.

15e4 We are not liable for damage to baggage caused by delay if we prove that we and our agents took all reasonable measures to avoid the damage or that it was impossible for us or our agents to take such measures.

15e5 We are not liable for any damage caused by your baggage.

15e6 You are responsible for any damage caused by your baggage to other people and property, including our property.

15e7 We are not liable in any way whatever for damage to items which you include in your checked baggage although you are forbidden from including them under clauses 8c, 8d or 8f, or in the case of permitted firearms you have not complied with the conditions for including them under clause 8d. These items include fragile or perishable items, items with a special value, such as money, jewellery, precious metals, computers, personal electronic devices, share certificates, bonds and other valuable documents, business documents, or passports and other identification documents.

15e8 We are not liable in any way whatever for damage to items which you include in your unchecked baggage although you are forbidden from including them under clauses 8c or 8e.

15f Our liability for damage caused by delay to passengers

15f1 Our liability for damage caused to a passenger by delay is limited by the convention to 4,150 SDRs (approximately £3,500).

15f2 We are not liable for damage to passengers caused by delay if we prove that we and our agents took all reasonable measures to avoid the damage or that it was impossible for us or our agents to take such measures.

15g General
If we:

- issue a ticket for you to be carried on another carrier; or
- check in baggage for carriage on another carrier;

we do so only as agent for that carrier.

If you have a claim for checked baggage, you may make it against the first or last carrier or against the carrier performing the carriage during which the damage took place.

We are not liable for any damage arising from the fact that:

- we have obeyed laws or government rules and regulations; or
- you have not obeyed laws or government rules and regulations.

Except where these conditions of carriage say differently, we are liable to you only for compensatory damages which you are entitled to recover for proven losses and costs under the convention.

Our contract of carriage with you (including these conditions of carriage and exclusions or limits of liability) applies to our agents, servants, employees and representatives in the same way as it applies to us. As a result, the total amount you can recover from us and our agents, servants, employees and representatives will not be more than the total amount of our own liability, if any.

Unless we say otherwise, nothing in these conditions of carriage gives up any exclusion or limitation of liability to which we are entitled under the convention or any laws which may apply.

Nothing in these conditions of carriage:

- prevents us from excluding or limiting our liability under the convention or any laws which apply; or
- gives up any defence available to us under the convention or any laws which
apply;

against any public social insurance body or any person liable to pay, or who has paid, compensation for the death, wounding or other bodily injury of a passenger.
16 — Time limits for baggage complaints

16a If you receive checked baggage without making a complaint, it will be sufficient evidence that it was delivered in good condition

If the person with a baggage check or a baggage identification tag receives checked baggage without complaint, this will be sufficient evidence that the checked baggage has been delivered in good condition and according to the contract of carriage, unless you prove otherwise.

16b Complaints about damage to checked baggage must be made in writing within seven days of receiving the baggage

If your checked baggage is damaged, you must complain in writing to us immediately you discover the damage and at the latest, within seven days from the date you received the checked baggage.

16c Complaints about delay to checked baggage must be made in writing within 21 days of the baggage being made available to you

If your checked baggage is delayed, you must complain in writing to us within 21 days at the latest of the checked baggage being made available to you.
You will have no right to damages if an action is not brought within two years calculated from:

- the date of arrival at the place of destination;
- the date on which the aircraft ought to have arrived; or
- the date on which the carriage stopped.

The method of calculating the period of limitation will be determined by the law of the court where the case is heard.
18 — Passengers with a disability

18a General and Reservations

18a1 If you are a passenger with a disability and you require any special assistance, you should inform us at the time of booking of your special needs.

18a2 If you are a passenger with a disability we will carry you where arrangements have been made to provide for your special needs. If you do not inform us at the time of booking of your special needs, we will nevertheless use reasonable efforts to accommodate your special needs.

18b Seating

All the rules of seating in clause 5e apply to seating passengers with a disability. In addition if you are a passenger with a disability which causes you to need a bulkhead seat, such as a disability which causes you to be accompanied by an assistance dog in the cabin in accordance with clause 8l, and you request a bulkhead seat, it will be provided to you if it is not already assigned to another passenger with a disability.

18c Travel with an attendant

We may require that you travel with an attendant if it is essential for safety or you are unable to assist in your own evacuation from the aircraft or you are unable to understand safety instructions.

18d Baggage

18d1 There is no charge for transporting any assistive device, such as a wheelchair or a cane, and such assistive devices will not be counted towards your free baggage allowance.

18d2 On flights where medical oxygen is permitted, you will be charged for the service of medical oxygen (and you will be required to be accompanied by an attendant).
**18e  Stretchers**

We reserve the right to cease accepting passengers who must travel on a stretcher on any flight.
When we carry you and your baggage you must obey our regulations. These concern, among other things:

- unaccompanied children;
- passengers with a disability;
- pregnant women and sick passengers;
- carrying animals;
- restrictions on using electronic devices on board the aircraft;
- smoking and drinking alcohol on board the aircraft;
- forbidden items in baggage; and
- limits on the measurements, size and weight of baggage.

Please ask us or our authorised agents for a copy of these regulations.