

GA Handling Reservation Form (valid from 1st March 2017)

Kindly fill in and send via e-mail or fax to guarantee handling services

GENERAL INFORMATION

Company		Crew name	
Aircraft Reg.		A/C Type	
MTOW (Kg)			
AOC	yes <input type="checkbox"/>	no <input type="checkbox"/>	
Invoice address			
E-mail		Phone	
C/C Number*		Type	
Exp. Date		CCV Code	

* A valid credit card number is required to guarantee handling services before releasing the confirmation number. Credit cards accepted: American Express, MasterCard, Maestro, Visa.

INBOUND FLIGHT

Date		ETA		PAX	
Dep.Airport		Type of flight	N <input type="checkbox"/>	G <input type="checkbox"/>	TRN FLT <input type="checkbox"/>

OUTBOUND FLIGHT

Date		ETD		PAX	
Arr.Airport		Type of flight			

SPECIAL REQUESTS

Catering	<input type="checkbox"/>	Limousine	<input type="checkbox"/>	Crew Hotel	<input type="checkbox"/>	VVIP Handling (direct A/C access) CHF 200.-- <input type="checkbox"/>
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For a full list of available extra handling services and for catering menu please see:
<http://www.lugano-airport.ch/en/business-partners/general-aviation/airport-charges-ga>

CANCELLATION POLICY

Charges are subject to VAT according to Swiss law.
 For no shows or late cancellations the following cancellation administration fee will apply (not applicable for proved weather cancellations):

- Notification up to 12 hours before the flight: no charge
- Notification less than 12 hours before or failure to notify:
- From 3,000 Kg to 10,000 Kg mtom: CHF 50.--
- From 10,001 Kg upwards: CHF 100.--

OPERATING HOURS FOR GENERAL AVIATION FLIGHTS

Monday - Sunday 08.00 to 20.00 LT
 Special AUTH can be granted from 07.00LT to 08.00LT or from 20.00LT to 22.00LT.