|  |  |  |
| --- | --- | --- |
| **No** | **Task** | **Done** |
|  | What is the business class cost? |  |
|  | What is the economy class cost? |  |
|  | What is the first class cost? |  |
|  | How many krisflyer points do I have? |  |
|  | How many points required to upgrade me from economy to business |  |
|  | How many points required to upgrade me from business to first class |  |
|  | How many hours on the plane? |  |
|  | Does the plane have internet wifi? |  |
|  | Please confirm with embassy I do not need a travel visa |  |
|  | Ensure I am not sitting near crying babies |  |
|  | What kind of plane is it (e.g. A380) |  |
|  | Are the business class seats 180 degrees flat |  |
|  | Insert a link across showing business class seats photos/video |  |
|  | Insert a link across showing first class seats photos/video |  |
|  | Insert a link across showing economy class seats photos/video |  |
|  | Refer to appendix one to view a list of items I must bring with me |  |
|  | Insert across web page link to hotel at airport |  |
|  | Name and cell phone number of driver collecting me at airport |  |
|  | Number of hours stop over time? |  |
|  | For connecting flights, can I book bags all the way through? |  |

Online payments can only be made after Aidan written email approval

Appendix one

What to bring with me

My multi-currency credit cards

Golf clubs?

What download to my laptop for plane reading?

Spare cell phone

Driving license

Both passports