




Airline Partner Flight Pass Programs

Updated 03May2022

	Eligibility	Flight Benefits (Annual)	High Level Process (See local leader for details)
	<ul style="list-style-type: none"> Team members actively working the Flair product <p>YKF - ATW & BTW YLW - ATW & BTW YXE – ATW & BTW YXS – ATW & BTW</p>	<ul style="list-style-type: none"> Unlimited stand-by (space available) travel One checked bag per passenger Team member pays applicable taxes and fees Includes designate or spouse/partner, up to 4 children, and 2 parents Team member <u>does not</u> need to fly with family/designates *<u>Does not</u> include annual confirmed POS Space vacation ticket offered to F8 employees* 	<p>In advance of a travel request:</p> <ul style="list-style-type: none"> Register with the Flair Staff Travel office <ul style="list-style-type: none"> Registration form is available in Aerostudies <p>To book:</p> <ul style="list-style-type: none"> View flyflair.com to view/select flights Send a completed Staff Travel Request form a minimum of 48 hours prior to requested flights <ul style="list-style-type: none"> Travel request form is available in Aerostudies
	<ul style="list-style-type: none"> YLW Team members actively working the Horizon product Must be employed at least 60 days by EA in YLW <p>YLW - BTW</p>	<ul style="list-style-type: none"> 8 one-way coach class tickets (90% off) for team member AND designated companion Designated companion is defined as: spouse, domestic partner, or dependent children under the age of 21 Team member and companion MUST travel together 	<p>Documentation required PRIOR TO TRAVEL</p> <ul style="list-style-type: none"> Team member must get signed employment confirmation letter from Wayne Submit verification letter to local Horizon Manager (valid for 30 days) <p>To book:</p> <ul style="list-style-type: none"> Ticket is issued at local ticket counter when fees are paid <ul style="list-style-type: none"> Once issued, ticket is valid for 90 days
	<ul style="list-style-type: none"> Team members actively working the PCA contract Team members who have passed 90-day probation <p>YKA – ATW & BTW YLW - BTW YZP – ATW/BTW YYF - ATW & BTW ZMP – ATW & BTW</p>	<ul style="list-style-type: none"> Unlimited stand-by (space available) Includes employee, spouse (or common law), unmarried dependent children under the age of 21 2 checked bags free (space permitting) 	<p>To book:</p> <ul style="list-style-type: none"> Submit fully completed Travel Request form to local manager a minimum of 7 days prior to requested flights Local Manager submits completed/signed form to PCA travel a minimum of 7 days prior to requested flights <p>Check-in</p> <ul style="list-style-type: none"> A minimum of 60 minutes prior to flight Payment is taken at time of check-in



- Team members actively working the Porter product
- Team members who have passed 90-day probation

YAM - ATW/BTW
YHZ - BTW
YSB - ATW/BTW

- Unlimited stand-by travel for team member and immediate family member (spouse, parents, children)

To book:

- Submit this form to local Porter designate – your EA leader can help
 - Form must be submitted at least 2 business days prior to departure



- Team members actively working the Sunwing product
- Team members who have passed 90-day probation

YAM ATW & BTW
YHM ATW & BTW
YKF ATW & BTW
YSB ATW & BTW
YXE ATW & BTW
YXU ATW & BTW

- Unlimited stand by flights for team member and up to 3 companions for \$75CAD each way
- Team member and companions must travel together
- One checked bag free

Documentation required PRIOR TO TRAVEL

- Get signed service partner stand-by authorization letter within 1 month of travel

To travel:

- Team member and travelling companions present themselves at check-in to the Sunwing Supervisor/Manager Lead
 - Must have completed partner authorization letter
 - A copy of their most recent pay stub (within 30 days from departure)
 - RAIC/Airport badge indicating the employee and employer names



- Team members actively working the Swoop product
- Team members who have passed 90-day probation

YHM – ATW & BTW
YHZ – ATW & BTW
YLV – ATW & BTW
YXE – ATW & BTW
YXU – ATW & BTW
YXX – ATW & BTW

- Up to 4 round-trip or one way \$0 base fare stand-by tickets
- Pay taxes and fees
- One carry-on bag free

To request passes:

- Request passes within two months of expected travel date. You will receive all four passes at that time.
- Make pass request through your local EA manager
- EA manager will make request with Swoop

To book flights:

- Must be within 2 weeks of travel and no less than 72 hours prior to flight
- Book here: [Flight Request-Partner Passes \(office.com\)](#)



- Team members actively working the WestJet product
- Team members who have passed 90-day probation

YHM - ATW & BTW

YKA - BTW

YKF - ATW & BTW

YLW - BTW

YXE - ATW & BTW

YXS - BTW

YXU - ATW & BTW

YXX - BTW

- Up to 4 round-trip stand-by passes (priority code 4C).
 - If a pass is used for a one-way ticket, the team member forfeits the return portion for that pass
 - Passes expire December 15 each year

To request passes:

- Request from your EA Station Manager. They will contact WestJet to issue the passes.

To book flights:

- Once passes have been issued, Call WS Customer Service @ 1.877.435.9952
- Flights can be booked three days in advance
- Plan well in advance due to contact centre wait times