

# Unaccompanied Minors

Please find attached your Unaccompanied Minor Form. This form must be completed by the child's Parent or Guardian prior to travel. Please ensure you take the completed form to check in.

## Information

### CHECK IN



#### Check in time – International Flights

If your child is travelling on an international flight, they will need to be checked in at least 2 hours prior to the departure time.

The check in time is extended to 3 hours for flights to, from or through the USA due to increased security.

#### Domestic Flights

For domestic travel within New Zealand, your child is required to be checked in at least 30 minutes prior to departure.

To achieve this you should aim to be at the airport at least 45 minutes before the scheduled departure time.

Our aim is for your check in to be friendly, easy and efficient. To assist you this note provides information on check in times, identification requirements and which sections of the form need to be completed.

### IDENTIFICATION REQUIREMENTS



#### You must arrange for your child to be dropped off and picked up at the airport by an adult

If your child will be stopping at a third airport for more than 2 hours, you will need to organise for a third person to meet your child on that stopover. For example if your child is travelling from Auckland, stopping in Wellington for 3 hours before continuing on to Christchurch.

If there is a stop of less than 2 hours, you will not be required to organise anyone to meet your child, Air New Zealand will be responsible for their care.

To ensure the safety of your child, all of the adults must show photo identification.

For International travel your child is required to have a valid passport and any necessary visas.

#### Special note for Trans Tasman & Pacific Island flights

Please note that movies, meals and drinks are provided when purchasing The Works or Works Deluxe products only. If opting for Seat or Seat+Bag products for your children's travel you may wish to consider purchasing vouchers at the airport so they can select products from the in-flight bites menu. Cash is not accepted for purchases onboard.

### FILLING OUT THIS FORM



#### Please complete all the details in Section A, B, and C.

- Complete and sign the declaration in Section D.
- Keep the form safe ready to take to the airport.
- For each Journey you travel with us, you will need to fill in a separate form.

We want you and your child to have the best possible travel experience, so please contact Air New Zealand Contact Centre in New Zealand on **0800 737 000** if any of your arrangements change.



BOOKING  
REFERENCE



# Unaccompanied Minor Form

Complete all the details in **Section A, B and C**. Complete and sign the declaration in **Section D**.

Keep the form with the related e-ticket – you will need it at check in.

**One form is required per one way journey.**

## A UNACCOMPANIED MINOR DETAILS

First Name	Surname	Age	Gender
Special Instructions			

## B FLIGHT DETAILS

Flight No.	Flight Date	From	To	Ground Staff Sign	Ground Staff No.	Flight Staff Sign	Flight Staff No.	Ground Staff Sign	Ground Staff No.

## C CONTACT DETAILS

	First Name	Address	Contact Phone no.	Signature
Drop off person				
Transit Person				
Pick Up Person				

## D Declaration of Parent/Guardian

<ol style="list-style-type: none"> <li>I confirm that I have arranged for the drop off person in box C to remain at the airport until the flight has departed; and the person meeting the minor(s) at the destination and/or transit point, to be at the airport by the scheduled arrival time of the flight and have photo identification with them.</li> <li>Should the minor(s) not be met at the transit point or destination or Air New Zealand ("Air NZ") not satisfied with the collecting person's identification, I authorise Air NZ to take whatever action they consider reasonably necessary to ensure the minor(s)' safe custody including return of minor(s) to the airport of departure, and I agree to indemnify and reimburse Air NZ for the costs and expenses incurred by them in taking such action.</li> <li>I certify that the minor(s) is in possession of all travel documents (passport, visa, health certificate, etc.) required by applicable laws.</li> <li>I certify that the minor(s)' baggage contains no item that:               <ol style="list-style-type: none"> <li>is prohibited from entry into the country of destination</li> <li>is in contravention of Air NZ's Condition of Carriage (<a href="http://www.airnewzealand.co.nz">www.airnewzealand.co.nz</a>) or</li> <li>is dutiable</li> </ol> </li> <li>I confirm that the minor(s) will NOT require special services such as toileting, feeding and administration of special medication or has an allergy or medical condition that has not already been notified to Air NZ. Where I have given special instructions on this form, I acknowledge that while Air NZ will make reasonable efforts to carry out such instructions, Air NZ shall have no liability for doing so, or for failing to do so.</li> <li>I understand that Air NZ cannot undertake to safeguard nor will Air NZ be responsible for any valuables the minor(s) may be carrying.</li> <li>In-flight entertainment: On aircraft where Air NZ provides back of seat in-flight entertainment (IFE), the parental lock will be selected at the unaccompanied minor(s) seat so that the minor(s) can not view programmes that are restricted to an older audience. I acknowledge that Air NZ will not be responsible for unauthorised access by the minor(s) of restricted programmes. I also acknowledge that viewing of programmes on other passenger's personal screens and/or the main screen in the cabin can not be prevented, and Air NZ accepts no responsibility for any footage or audio viewed or heard by the minor(s).</li> <li>I confirm that I can be contacted at any time on the telephone number(s) listed in section C without delay while the minor(s) named above is in Air NZ's care.</li> <li>I hereby empower and grant to Air NZ permission to provide and/or authorise medical treatment for the minor(s) named above if the minor(s) needs immediate medical treatment while in Air NZ's care. I understand that prior to medical treatment (excluding emergency medical treatment) being provided to the minor, Air NZ will use its reasonable efforts to contact the parent/guardian on the telephone number listed in Section C. I agree to indemnify and hold harmless Air NZ and any other persons who act in reliance upon this authorisation.</li> <li>I understand that Air NZ does not offer a handover service to/from other airlines, so I will arrange for delivery and collection of my child/children before and after all Air NZ flights.</li> </ol>	<b>Name</b>	
	<b>Relationship</b>	
	<b>Address</b>	
	<b>Phone</b>	
	<b>Mobile</b>	
<p><b>I declare that I am the legal guardian or I am authorised by the legal guardian of the minor(s) named above and:</b></p> <p><input type="checkbox"/> I agree to and request that the minor(s) travel alone</p> <p><input type="checkbox"/> I certify that the information provided in the form is accurate</p> <p><input type="checkbox"/> I have read, understood and accept points 1 to 10 (left)</p>		
<p><b>Legal Guardian Signature:</b></p>		

If you need help completing this form, or you require a blank form to be sent to you, contact Air New Zealand – see your e-ticket for details.