

Masterpiece Tours

CHECK-IN AT THE AIRPORT

- 1) Your group should arrive at the airport 90 minutes to 2 hours prior to your flight time (depending on size of group) to allow ample time to check-in, go through security and find your gate prior to boarding – usually 30 minutes before departure.
- 2) Make sure everyone has their photo ID out and ready when they step up to the counter to check-in. If the agent has to ask for you to get your ID out this just wastes time. Once you are checked in the agent will give you a boarding pass with your seat assignment and luggage claim check(s).
- 3) You will then have to take your checked/tagged luggage to the designated screening area and drop it off. **DO NOT** lock your luggage. Make sure there is no camera film in your luggage. Do not leave your carry ons at this location.
- 4) Next you will proceed to security. Expect long lines and prepare to be patient. You will need your boarding pass and photo ID to enter security. Place all items that might set off alarms (keys, wallet, watch, change, phones, etc.) in your carryon or in the screening bins provided. You must take off your shoes and jackets and run them through X-ray as well. If you are pulled out for individual screening don't panic – just do as asked and you'll be fine. Once you clear security make sure you claim all your belongings then leave the security area and proceed to your departure gate. Waiting at the security area for friends further back in line causes the area to jam up and just slows the process. You can meet up in a few minutes at the gate.
- 5) Carry-ons – you are allowed 1 carry on and one personal item – there are **NO EXCEPTIONS** to the carry-on limitations.

One (1) small carry on per traveler – New FAA security measures now limit customers on all flights to one carry-on bag plus one personal item. All carry-on pieces, including laptops, must fit either underneath the seat in front of you or in an overhead bin. All portable electronic devices, including laptops, must remain off during taxi, takeoff, approach and landing until we arrive at the gate and the seat belt sign is turned off. The one carry-on bag must fit in an overhead compartment or under the seat. It should not exceed 45 linear inches (length + width + height) or weigh more than 40 lbs/18 kgs.

One personal item – Purse, Briefcase, Laptop, Small book-bag style backpack or other similar items that do not exceed 36 linear inches (length + width + height) will be allowed such as a small tote bag or shoulder bag.