

TN Number: 053-11-2021

Date: 30<sup>™</sup> November 2021

## Rebooking Guidelines due to Covid Protocol Requirements

As a result of the new requirements issued by various governments due to the new Covid-19 variant, the following guidelines can be applied to those impacted by these government directives.

Waiver Code **OMI/COVID-19** should be indicated in the Passenger Name Record (PNR) and in endorsement box of the Reissued ticket affected by these directives.

The waiver applies to:

- Tickets issued on/before 26th November 2021
- All fare types, including ticketed groups and conferences.
- All points-of-sale.
- All EMDs issued for Ancillary Services and Group Deposits
- All travel from 26th November to 31 January 2022.
- Trips that include a sector directly impacted by a government directive on new Covid entry requirements.

## **Change of Travel**

Customers whose bookings are impacted can make unlimited changes to their tickets at no extra cost for travel in the same cabin as previously ticketed. Customers can change to an earlier or later flight operated by Kenya Airways.

## **Cancellations**

Refunds can be offered via an EMD Voucher that can be utilized within one year from date of issue. Customers who do not wish to take advantage of any of the provided rebooking options may still submit tickets/EMDs already issued for refund. Refund penalties will be waived. Partially utilized tickets should be refunded less 70% of the sector already travelled. However due to the current situation, we ask for understanding as there will be delays in processing refund requests

## Change of destination

Customers are allowed to change their destination to any other on Kenya Airways network. Change fees do not apply but a fare difference applies if the fare for the new destination is higher than what was originally issued. No refunds if new destination is priced lower than the original issue.

For any queries: <a href="mailto:CEC@kenya-airways.com">CEC@kenya-airways.com</a>

Be guided accordingly and ensure this Tariff Notice is circulated to ALL Kenya Airways Reservations, GSAs, Check-in Offices and Travel Agents.

