



## Air Travel - FAQ's for UK Delegates travelling to the Global Gathering – Lisbon 2024

### Can I extend my trip to Lisbon?

You will need to seek approval from the GG Team prior to registering, there is a limited number of extensions available.

You will be responsible for paying any additional fare/taxes and administration fees. Refer to the Flight Information section on the GG website.

### Who is my travel authoriser?

Your direct leader (Team Leader, Area Leader, Brand Leader) is your travel and leave approver.

### I am travelling from a regional port what is included?

FCTG will pay for your domestic flights and/or train IF required, pre departure or arrival home.

Trains are to be booked on the Duty Travel Portal. Please select the London Group flight on Registration and book train via this [link](#).

If you are travelling North of Manchester (Manchester, Scotland, Newcastle), you will need to select OTHER AIRPORT when registering.

If you are not travelling on group flights and your flights do not connect on the same day, you will be responsible for the cost of accommodation.

### Does my ticket include checked luggage?

EasyJet flights include one (1) large cabin bag. TAP Airline include one (1) checked bag (23kg) and one (1) small carry-on bag.

You can purchase additional luggage directly on the airline website (cost will not be reimbursed).

### When will I get my E ticket?

You will receive your E ticket information once ticketing of the group blocks has been completed. Due to the group sizes and registration staying open until early July this may not be until closer to departure (but before 48 hours of departure). The GG team appreciate your patience.

### Can I choose a seat on my flight or request to sit next to my friends?

Once your ticket has been issued you can arrange preferred seating directly on the airlines website by retrieving your booking, charges may apply.