

Business Travel Trends

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ONLINE CHECK-IN HELPS PASSENGERS GET THROUGH AIRPORTS FASTER

Checking-in for a flight can take much longer due to tighter security at airports. In order to help travelers avoid long lines, many airports have automated their check-in system. Travelers can now check-in for a flight from anywhere they have access to the Internet.

To check-in online, travelers can simply log-on to the airline's check-in page and sign in using a frequent flyer number and pin code. The boarding pass can then be printed. (The entire boarding pass, including the bar code, must fit onto one sheet of 8 x 11 paper). The boarding pass, plus a photo ID is all that will be needed to get through airport security.

If a traveler has baggage that needs to be checked, the luggage and boarding pass should be brought to the curbside check-in and the attendants will check the bags. Travelers can then proceed to the security line.

If a traveler should lose their boarding pass between home/hotel and the airport, a gate agent will work with the traveler to replace it. Travelers must remember to call their travel agency or the airline to advise if their plans change. Once the boarding pass is issued, the airline considers the passenger checked in.

The following are domestic airlines that allow online check-in:

- AirTran
- Alaska Airlines
- America West
- American Airlines
- Continental Airlines
- Delta Airlines
- Northwest Airlines
- Southwest Airlines
- United Airlines
- US Airways

ALTERNATIVE AIRPORTS MAY PROVIDE COST SAVINGS

Many travelers are choosing to use secondary or alternate airports – smaller airports within reasonable driving time of major cities. A reason for the surge in popularity of secondary airports is that they often offer a less expensive fare especially if they are served by a discount carrier such as Southwest, AirTran or ATA.

While many travelers may be familiar with alternative airports near their home bases, they are often not aware of the options near their destination cities. Below is a list of some alternative airports, which may offer lower costs and often time savings.

CITY	ALTERNATE	APPROXIMATE MILEAGE
Los Angeles, CA	Orange County	34
Charlotte, NC	Greenville/Spartanburg	96
Sacramento, CA	Oakland	78
San Francisco, CA	Oakland	9
	San Jose	43
Chicago, IL	Midway Airport	22
Miami, FL	Fort Lauderdale	27
Detroit, MI	Toledo	62
	Flint	64
Houston, TX	Hobby Airport	29
Lincoln, NE	Omaha, NE	53
Richmond, VA	Baltimore, MD	146
	Raleigh, NC	150
Tucson, AZ	Phoenix, AZ	118