

2023 Rules and Conditions for Group Bookings

1) Groups of 10-25 seats

- **Non-refundable deposit of 10% of the fare (fare only, no YQ or airport taxes) shall be collected not later than 5 days from the confirmation date.**

For each seat cancelled until 21 days prior to departure, the cancellation fee is 10% of the fare. In case of RT bookings, the cancellation fee is applied for the entire RT routing whereas the date of departure on the first segment determines the cancellation fee (not applicable to OW bookings). The cancellation fee applies also in the case of non-payment of the deposit.

- **Full payment of 100% of the price (fare + YQ and airport taxes) or cancellation fees, if applicable, shall be collected not later than 21 days prior to departure date.**

For each seat cancelled 20 days or less prior to departure, the cancellation fee is 100% of the fare + YQ. In case of RT bookings, the cancellation fee is applied for the entire RT routing whereas the date of departure on the first segment determines the cancellation fee (not applicable to OW bookings).

- YQ tax is not refundable. YQ and airport taxes are charged in the actual amount applicable on the date of issue of the final invoice (one month prior to departure approximately) and are subject to exchange rate changes and/or changes of those tax amounts based on the decision of the airline or relevant airport authorities. The actual tax amounts are published in the reservation systems. Upon the client's request, the final invoice may be issued earlier allowing the tax amounts to be fixed accordingly.

- **Passenger names** shall be submitted not later than **three working days prior to departure date** whereas tickets are issued subsequently by return. Potential name changes after ticket issuance are possible against fee (see further Services Fees), this on working days during working hours (09:00 – 17:00) but not later than 24 hours prior to departure.

- **The group price** includes transportation from point of origin to point of final destination, onward connections to other flights not included in the group booking are not guaranteed. Free baggage allowance included in the price: 1 piece of 23 kg max. of checked baggage per person (none of the dimensions may exceed 150 cm and the sum of all three dimensions must not exceed 250 cm) and 1 piece of 8 kg max. of carry-on baggage per passenger with maximum dimensions of 56x45x25 cm (sum of all three dimensions must not exceed 115 cm).

- **The price does not include** other costs related to surface transportation in the point of origin and/or destination, visa and other similar costs. The carrier's General Conditions of Carriage shall apply as published on www.czechairlines.com.

2) Groups of 26-60 seats

- **Non-refundable deposit of 10% of the fare (fare only, no YQ or airport taxes) shall be collected not later than 5 days from the creation/confirmation date.**

For each seat cancelled until 45 days prior to departure, the cancellation fee is 10% of the fare. In case of RT bookings, the cancellation fee is applied for the entire RT routing whereas the date of departure on the first segment determines the cancellation fee (not applicable to OW bookings). The cancellation fee applies also in the case of non-payment of the deposit.

- **Non-refundable deposit of 50% of the fare (fare only, no YQ or airport taxes) shall be collected not later than 45 days prior to departure date.**

For each seat cancelled between 44 days and 21 days prior to departure, the cancellation fee is 50% of the fare. In case of RT bookings, the cancellation fee is applied for the entire RT routing whereas the date of departure on the first segment determines the cancellation fee (not applicable to OW bookings). The cancellation fee applies also in the case of non-payment of the deposit.

- **Full payment of 100% of the price (fare + YQ and airport taxes) or cancellation fees, if applicable, shall be collected not later than 21 days prior to departure date.**

For each seat cancelled 20 days or less prior to departure, the cancellation fee is 100% of the fare + YQ. In case of RT bookings, the cancellation fee is applied for the entire RT routing whereas the date of departure on the first segment determines the cancellation fee (not applicable to OW bookings).

- YQ tax is not refundable. YQ and airport taxes are charged in the actual amount applicable on the date of issue of the final invoice (one month prior to departure approximately) and are subject to exchange rate changes and/or changes of those tax amounts based on the decision of the airline or relevant airport authorities. The actual tax amounts are published in the reservation systems. Upon the client's request, the final invoice may be issued earlier allowing the tax amounts to be fixed accordingly.

- **Passenger names** shall be submitted not later than **three working days prior to departure date** whereas tickets are issued subsequently by return. Potential name changes after ticket issuance are possible against fee (see further Services Fees), this on working days during working hours (09:00 – 17:00) but not later than 24 hours prior to departure.

- **The group price** includes transportation from point of origin to point of final destination, onward connections to other flights not included in the group booking are not guaranteed. Free baggage allowance included in the price: 1 piece of 23 kg max. of checked baggage per person (none of the dimensions may exceed 150 cm and the sum of all three dimensions must not exceed 250 cm) and 1 piece of 8 kg max. of carry-on baggage per passenger with maximum dimensions of 56x45x25 cm (sum of all three dimensions must not exceed 115 cm).

- **The price does not include** other costs related to surface transportation in the point of origin and/or destination, visa and other similar costs. The carrier's General Conditions of Carriage shall apply as published on www.czechairlines.com.

3) Groups of 61 seats and more

- **Non-refundable deposit of 25% of the fare (fare only, no YQ or airport taxes) shall be collected not later than 5 days from the creation/confirmation date.**

For each seat cancelled until 45 days prior to departure, the cancellation fee is 25% of the fare. In case of RT bookings, the cancellation fee is applied for the entire RT routing whereas the date of departure on the first segment determines the cancellation fee (not applicable to OW bookings). The cancellation fee applies also in the case of non-payment of the deposit.

- **Non-refundable deposit of 50% of the fare (fare only, no YQ or airport taxes) shall be collected not later than 45 days prior to departure date.**

For each seat cancelled between 44 days and 21 days prior to departure, the cancellation fee is 50% of the fare. In case of RT bookings, the cancellation fee is applied for the entire RT routing whereas the date of departure on the first segment determines the cancellation fee (not applicable to OW bookings). The cancellation fee applies also in the case of non-payment of the deposit.

- **Full payment of 100% of the price (fare + YQ and airport taxes) or cancellation fees, if applicable, shall be collected not later than 21 days prior to departure date.**

For each seat cancelled 20 days or less prior to departure, the cancellation fee is 100% of the fare + YQ. In case of RT bookings, the cancellation fee is applied for the entire RT routing whereas the date of departure on the first segment determines the cancellation fee (not applicable to OW bookings).

- YQ tax is not refundable. YQ and airport taxes are charged in the actual amount applicable on the date of issue of the final invoice (one month prior to departure approximately) and are subject to exchange rate changes and/or changes of those tax amounts based on the decision of the airline or relevant airport authorities. The actual tax amounts are published in the reservation systems. Upon the client's request, the final invoice may be issued earlier allowing the tax amounts to be fixed accordingly.

- **Passenger names** shall be submitted not later than **three working days prior to departure date** whereas tickets are issued subsequently by return. Potential name changes after ticket issuance are possible against fee (see further Services Fees), this on working days during working hours (09:00 – 17:00) but not later than 24 hours prior to departure.

- **The group price** includes transportation from point of origin to point of final destination, onward connections to other flights not included in the group booking are not guaranteed. Free baggage allowance included in the price: 1 piece of 23 kg max. of checked baggage per person (none of the dimensions may exceed 150 cm and the sum of all three dimensions must not exceed 250 cm) and 1 piece of 8 kg max. of carry-on baggage per passenger with maximum dimensions of 56x45x25 cm (sum of all three dimensions must not exceed 115 cm).

- **The price does not include** other costs related to surface transportation in the point of origin and/or destination, visa and other similar costs. The carrier's General Conditions of Carriage shall apply as published on www.czechairlines.com.

Service Fees:

- Issuance of group ticket: 100 CZK / 5 EUR
- Name correction in the group booking (same passenger): 750 CZK / 30 EUR
- Name change in the group (different passenger): 1250 CZK / 50 EUR