

特殊旅客服务需求单 (B类) (无成人陪伴旅客乘机需求单)

Unaccompanied Traveler Application Forms

(无陪儿童、无陪长者、无陪孕妇、无陪视力/听力/语言障碍旅客)

乘机人信息 information:			
姓名 Name:	年龄 Age:	性别 Sex:	母语 Languages spoken:
住址 Permanent address:	电话号码: Telephone no.:	其他联系方式: Other contacts:	
航班详细资料 Flight details Information			
航班号 Flight no.	日期 date	自 from	至 to
航班号 Flight no.	日期 date	自 from	至 to
始发站旅客送机人员(旅客亲属)信息 Person (relatives of passengers) seeing off on departure			
姓名 Name:	电话号码 Telephone no.:	地址 Address:	
经停/衔接站接送人员(旅客亲属)信息 Person (relatives of passengers) meeting and seeing off at stopover point			
姓名 Name:	电话号码 Telephone no.:		
地址 Address:			
到达站接机人员(旅客亲属)信息 Person (relatives of passengers) meeting on arrival			
姓名 Name:	电话号码 Telephone no.:	地址 Address:	
到达站旅客接机人员 (旅客亲属) 签字 Signature for release of traveler from airlines' custody			

申明 Declaration

1. I confirm that I have arranged for the above mentioned unaccompanied traveler to be accompanied to the airport on departure and to be met at stopover point and on arrival by the persons named. These persons will remain at the airport until the flight has departed and/or be available at the airport at the scheduled time of arrival of the flight. 我确定我已经安排妥当以上所提及的事务，无陪人员在始发站、经停/衔接站和到达站由我所确定的人员接送。接送人将保证留在机场，直至飞机起飞以后，以及按照航班时刻表所列的航班到达时间以前抵达到达站机场。
2. Should the unaccompanied traveler not be met at stopover point or designation, I authorize the carrier(s) to take whatever action they consider necessary to ensure the Unaccompanied Traveler's safe custody including return of unaccompanied traveler to the airport of original departure, and I agree to indemnify and reimburse the carrier(s) for the costs and expenses incurred by them in taking such action. 如果无陪人员在经停/衔接站和到达站无人接应和陪护，我授权承运人可以采取任何必要的措施，以确保无陪人员的安全，包括将无陪人员运输返回始发站，我同意支付承运人在采取这些措施时所产生的费用。
3. I certify that the unaccompanied traveler is in possession of all travel documents (passport, visa, health certificate, etc.) required by applicable laws and are in good health and suitable for flight. 我保证无陪人员已具备相关国家法律要求的所有旅行文件（护照、签证、健康证明等），且身体健康适宜乘机。

4. I the undersigned parent or guardian of the above mentioned the unaccompanied traveler agree to and named above and certify that the information provided is accurate. 我作为申请书所列人员的父母或监护人签字同意，并证明所提供的情况正确无误。

签名 Signature: 地址 Address : 电话 Telephone no.: 日期 Date:

本单为一式四联：第一联为出票联，由出票单位留存；第二联为始发站联，交始发站特殊旅客服务部门留存；第三联为乘务联，交当班乘务留存；第四联为到达联，交到达站特殊旅客服务部门留存。

This form is in triplicate: the first sheet is for issuing, kept by issuing unit; the second sheet is for flight, kept by check-in department of airport of departure; the third sheet is for steward, retained by the cabin department; the fourth sheet is for arriving, kept by the service department of airport of destination.

航空公司/代理公司陪护工作人员签字栏

单位	售票处工作人员	始发站特殊旅客服务人员	空中乘务员	到达站地面服务人员
签字栏 (姓名/日期)				

公务舱无陪儿童旅客服务交接记录单

机场： 日期： 年 月 日

旅客姓名	航班号	服务交接时间	交接事项	特服人员签字	公务舱休息室服务人员签字
张三	Hu7282	15:30	旅客进入休息室休息。	李四	王五
...					
备注：遇公务舱无陪儿童旅客进入公务舱休息室休息、旅客准备登机需要进行服务交接时，打印后签字交接，记录单至少保存1年。					