

## **Procedures for Travel on Air Wisconsin Airlines Corporation:**

Air Wisconsin Airlines is an Express carrier for US Airways. This agreement applies only to those flights operated by Air Wisconsin Airlines Corporation. An Air Wisconsin route map can be found through [www.airwis.com](http://www.airwis.com). Schedules can be found through [www.usairways.com](http://www.usairways.com).

- Must be in uniform or business casual attire.
- Must be considered active working status. May not be a trainee, furloughed or on a leave of absence.
- Complete a Jumpseat Authorization form at least one hour prior to departure time. Forms are available at all check-in locations.
- Provide a current company photo identification badge.
- Boarding will begin based on time of check-in, with priority given to Air Wisconsin Airlines personnel.
- There is no compensation or re-accommodation provided in the case of lost luggage, failure to be boarded or if you are bumped en-route.
- Strict professional conduct and decorum will be observed at all times.

## **Air Wisconsin Airlines Cabin Seat Procedures:**

In addition to the Air Wisconsin Reciprocal Cabin Seat Agreement the following information is considered a guide for other airlines in agreement with us:

- An Air Wisconsin route map can be found at [www.airwis.com](http://www.airwis.com)
- Flight times and schedules can be found at [www.usairways.com](http://www.usairways.com)
- Crew badge is required.
- Passport or any other government issued ID is required.
- There is no listing requirement.
- For flight load inquiries, contact US Airways at 1-800-325-9999.
- The flight attendant must be at the gate no less than 30 minutes prior to departure and also fill out a jumpseat form from the gate agent.
- In turn the gate agent will provide the flight attendant with a boarding pass once the stand-by list has been cleared and open seats are available.
- Due to a US Airways policy this cabin seat agreements is strictly for flights operating in the continental United States only.