

# Day 1 Booking, United Airlines on Continental Airlines

UA co-workers, retirees, and eligibles now have the opportunity to list and create an electronic eTicket in CO's listing/reservation systems: employeeRES and <a href="mobileRES">mobileRES</a>. Using these electronic tools, space available travelers will enjoy a 33 percent discount from current ZED fares when traveling on Continental.

Co-workers who wish to purchase a CO paper ZED ticket at a UA ticket counter may continue to do so, but will forego their 33 percent discount for tickets issued for travel on CO.

Please follow the steps below to begin using employeeRES:

## Log In Process

- Enter our combined website <u>www.FlyingTogether.ual.com</u>
- Once you have been authenticated into the new website, select employeeRES for travel on CO, or select WebList for travel on UA
- If you have selected employeeRES for travel on the CO system, see below for further instruction

# To Create Listings in employeeRES

- Enter To/From and date information Select Search
- Select Passenger Name(s), choose Personal or Business and select Coach or First/BusinessFirst
- Review your flight details and the reduced fare charges, taxes and fees will be displayed. Click "Book Itinerary" to complete your confirmation.

#### **Pass Rider Profile**

- Once logged into employeeRES select Employee Profile under "Quick Links" in the upper right hand corner.
- Pass Rider Profile will appear. Verify all Pass Riders' names. If Pass Rider names are correct, you
  may begin using employeeRES.
- If pass riders names are not listed, contact UA Benefits Service Center.

## **Age Requirements**

• Minimum age requirements for travel on CO will be age 6 in First Class and 8 in BusinessFirst. Children up to age 14 must be accompanied by an adult 18 years or older in any premium cabin.

### Check-in (within 24 hours of departure)

- employeeRES and mobileRES
  - o Select the Confirmation Number under "My Travel Plans" in employeeRES or mobileRES.
  - o Select the "check-in" link found under the itinerary and follow prompts.
- Continental.com (www.Continental.com)
  - o Enter Confirmation Number in the "Print Boarding Pass" section located in center of page.

### CO eTicket Kiosk

- Swipe Driver's License or credit card in Kiosk. (Credit card is only used for ID purposes only, no charge will occur)
- Enter three letter destination code or confirmation number and follow prompts.