

Free eBook

By World Missions Alliance

A HOW-TO GUIDE TO BOOKING YOUR FLIGHT



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01 SUGGESTED WEBSITES



Expedia
Google Flights
Flight Sugar
Airlines & More

Where to Look for Flights

The top three websites we use when looking for flights for our WMA team members are Expedia, Google Flights, and Flight Sugar.

[Expedia](https://www.expedia.com/) - https://www.expedia.com/

[Google Flights](https://www.google.com/travel/flights) - https://www.google.com/travel/flights

[Flight Sugar](https://flightsugar.com/) - https://flightsugar.com/

(For fight sugar you will need to be added to World Missions Alliance's account. Feel free to ask us to do this anytime)

We have found that these 3 websites usually give us the best option for prices, however it is always good to check other options such as airline websites like United Airlines, America Airlines, Delta, Turkish Airlines, Lufthansa, and more. Kayak, Priceline, Just Fly, and other 3rd party websites are also worth looking into.

***Keep in mind anytime you are booking through a 3rd party website and not directly from an airline, you will want to make sure you understand their policies as far as changes to ticket information, flights, cancellations, or any additional charges they may require on top of what the airlines fees are.*

Flight Websites to Consider

Airlines Companies

United Airlines

American Airlines

Delta

Lufthansa

Turkish Airlines

Canada Air

Third Party Websites

Expedia

Google Flights

Priceline

Orbitz

TravelCity

JustFly

CheapOair

Kayak

Flight Sugar

(ask us and we can get you added to our acct.)

02

ATTENTION TO DETAILS



Travel Documents
Requirements for the Trip
Seats, Meals, Baggage, Etc
Special Requirements / Needs

TRAVEL DOCUMENTS

When you are ready to start looking at flights, it is a good idea to make sure you have your travel documents handy. This would include your passport, flight miles number (if you have one), itinerary of when you need to arrive and depart the country you are going to, and payment information.

****Always check and make sure your passport is current when signing up for a trip**

REQUIREMENTS FOR THE TRIP

Check your trip emails from WMA to ask if there are any arrival or departure requirements. WMA may require you to arrive in that country by a certain time on the planned arrival date.

Best times to arrive for any trip on the planned date is late morning to mid afternoon. I normally look for 10AM to 4PM arrival times if I can find them.

PRICING

Flight prices can be all over the place but on average you will be able to find a flight at a reasonable rate for hopefully under \$1000. This of course has many factors such as current economic conditions, fuel prices, number of flights available, etc. Take time in looking at flight prices, start looking several months out, and when you find a good one, grab it! (you're welcome to send a screen shot or link of a flight to tour@rfwma.org to have it checked.)

SEATS, MEALS, BAGGAGE, LAYOVERS

Often times when booking a flight, you will have the option to choose your seat for free, or sometimes with an added fee. If you are on a long flight, you may also have the option of choosing your meal and disclosing if you have special dietary needs.

International flights almost always allow for 1 checked bag along with 1 carry on. Be careful when booking basic economy or really cheap flights. It could mean this is a flight that checked baggage is not included and you will need to pay extra for each way of the flight.

Pay attention to layovers to make sure they are not too short or too long. Between 2-5 hours is a good layover time. If a cheaper price on flight requires a little longer layover you may have to hang around the airport a little longer but you can sometimes save a little money that way.

SPECIAL REQUIREMENTS / NEEDS

Special requirements for your flight can be meal selections if you have a food allergy or needing wheelchair assistance around the airport. These are important things to consider before sitting down to book your flight.

My personal word of advice...if you have any mobility issues, can't walk fast, or you worry about navigating a large airport ask for wheelchair assistance!

I recommend this for many of our travelers regardless of age. If you have any concerns about making it through the airport from one gate to another in a timely manner, getting lost. or missing your flight due to not being able to walk fast enough, please consider this option. It will save you time, energy, and make the experience much more pleasant.

INSURANCE



Medical Insurance
Travel Insurance
Health Insurance

HEALTH INSURANCE

Health Insurance is recommended for anyone traveling with WMA, and there are a few countries that even require you to have it and possibly show proof. Please make sure before traveling you have some sort of health insurance with proof such as an ID card to show if asked.

TRAVEL INSURANCE

Travel insurance will come in handy if your trip is canceled, delayed, or otherwise interrupted. Our agents listed below, or another insurance company of your choosing that handles travel, can help you find a policy that is just right for what you want. Whether you are looking to have the entire trip covered (flight and land portion) or just baggage it is good to have some coverage.

MEDICAL INSURANCE

Medical insurance for your travel is important to have. There are many plans you can consider. Talking to an agent such as the two we have listed below or another agency that handles medical travel insurance is a good place to start. From simple sprains and strains, to broken bones and covid, medical insurance will help take care of you and make sure you get the care you need in that country until you get back home.

****Case in point** - in 2022 we had a woman who bought full medical coverage for her mission trip with us. A couple days into the trip, she stepped off a curb and fell, breaking her hip. Her medical coverage covered her entire hospital stay in one of the countries best hospitals, paid to give her a hip replacement, as well as paid for upgraded seats on her flight back to the USA for her and her grandson as well as paying for ambulatory assistance to get her to the airport and also to her home once she landed. Lastly, it paid for a medical companion to fly with her to assist her all the way to her home.

She is doing well, the surgery was a success, and all the expense was taken care of by her medical insurance.

INSURANCE AGENTS EXPERIENCED WITH WMA

Adam Bates
Vice President
Insurance Services of America
adam@insurancefortrips.com
(800) 647-4589 - Work | (480) 821-9052 - Work
www.InsuranceForTrips.com

James Pruss
Agency Director - Devoted Father, Fan of all
Boston Teams, Global Citizen
NOAH JAMES INSURANCE
Katy, TX USA
Mobile: (617) 676-7858
www.noahjamesinsurance.com

Side Note: Many times insurance can be purchased when you book your flight. These policy's do offer basic coverage but keep in mind it is a blanket policy that is not customizable. The price of these policies offered when booking your flight are comparable to a decent policy that is catered to your needs from a travel insurance agent. Consider carefully your health, needs for your trip, as well as what you feel you should have as far as insurance in the event you need it for the travel, the medical, or both.

04 PAYMENT & CONFIRMATION



Finalizing Flight
Payment
Confirmation

FINALIZING FLIGHT AND PAYMENT

When you have found the flight you want and it is time to book, the process is fairly simple and straight forward. You will have picked out your flight for leaving the USA/Canada and your flight for returning to the USA/Canada already and continued on to payment. This is where you will fill out your information such as name (use exactly what is on your passport), date of birth, gender, contact information, and so on. Pay attention to what they are asking for in each area you fill out.

Some have first name, followed by last name, then middle name. Some ask for last name first, then first, then middle. You just want to make sure you get your correct name in the correct spot.

Once you have that filled out, do a quick double check to make sure spelling and all information is correct. Once you know it is, you can move on to the next section which may be seat or meal selection or if you need any special requirements. Mark what you need, then move on to paying for your flight.

Once you reach this point, it is simply putting in your credit/debit card information.

Note: Many airlines and even some third party websites that sell tickets give you a 24 hour cancellation policy for no charge after booking the ticket. Look for these notations if you want the extra piece of mind of being able to cancel if you find an error in your ticket.

CONFIRMATION

Once you have paid for your flight you should receive a confirmation. This will show up on your computer or phone screen as well as in your email.

First thing, look it over carefully and make sure there are no spelling errors in your name, that the information you filled out is correct, and that the arrival date and time is what it needs to be.

Once you are satisfied everything is correct, please forward the email of your flight itinerary to me at tour@rfwma.org. I need to have this as soon as you book your flight for our records.