



	<p>DESCRIPTION: BOARDING CARDS</p>
<p>DATE OF ISSUE:</p>	<p>October 6, 2016</p>
<p>AREA AND/OR SPECIFIC LOCATION:</p>	<p>TRANSPORTATION SERVICES</p>
<p>AFFECTED PERSONNEL:</p>	<p>HORIZON AIR TRAVELERS</p>
<p>COMMENTS:</p>	<p>CNRL IS IMPLEMENTING A NEW BOARDING CARD PROCEDURE.</p> <p>EFFECTIVE:</p> <ul style="list-style-type: none"> • OCTOBER 14 IN EDMONTON • OCTOBER 21 IN CALGARY • OCTOBER 28 AT HORIZON <p>THE PROCESS FOR FLIGHT CHECK IN AND RECEIVING YOUR BOARDING PASSES WILL CHANGE. THE TYPE OF BOARDING CARD YOU RECEIVE IS THE PRIMARY CHANGE, WITH YOUR NAME AND FLIGHT NUMBER IDENTIFIED ON EACH PAPER BOARDING CARD. AT HORIZON, PASSENGERS WILL BE REQUIRED TO CHECK-IN AT ANY CAMP UP TO 24 HOURS PRIOR TO DEPARTURE (EXTENDED CHECK-IN HOURS WILL BE POSTED AT ALL FLIGHT CENTRE'S IN THE COMING WEEK). PASSENGERS WILL NO LONGER BE PERMITTED TO CHECK-IN AT THE AERODROME. DAY TRAVELERS AND REPRINTING OF BOARDING CARDS CAN OCCUR AT THE CUSTOMER SERVICE DESK AT THE AERODROME, IF NECESSARY</p> <p>INFORMATION SESSIONS WILL BE AVAILABLE AS FOLLOWS:</p> <ul style="list-style-type: none"> • THURSDAY OCT 6 - MCKAY CAMP 1630 -1730- PRIVATE DINING • WED OCTOBER 12- RICHARDSON CAMP 1915 -2015 -THEATRE • WED OCTOBER 12 - MCKAY CAMP 1630 -1730 -PRIVATE DINING • TUES OCTOBER 18 – CALUMET CAMP 1915 -2015– DINING ROOM • WED OCTOBER 19- RICHARDSON CAMP 1915 -2015 - THEATRE <p>PLEASE DIRECT ALL QUESTION OR CONCERNS TO: horizonsitetransportation@cnrl.com</p>
<p>APPROVED BY (PRINT NAME AND POSITION):</p>	<p>EDNA BRANT LEAD, TRANSPORTATION</p>
<p>APPROVER'S SIGNATURE:</p>	