



July 21st, 2021

New Online Booking System Instructions for Passengers

New Online Booking Tool

North-Wright airways is investing in the technology we use to conduct our scheduled service operations. The management and staff of North-Wright Air are excited to unveil a new online booking website for our booking agent partners.

The purpose of this notice is to inform our customers of the following

- Changes to the new online booking pages.
- Changes to the booking process.
- Steps for the new booking process

Accessing the new site

The new booking site may be accessed from the following URL

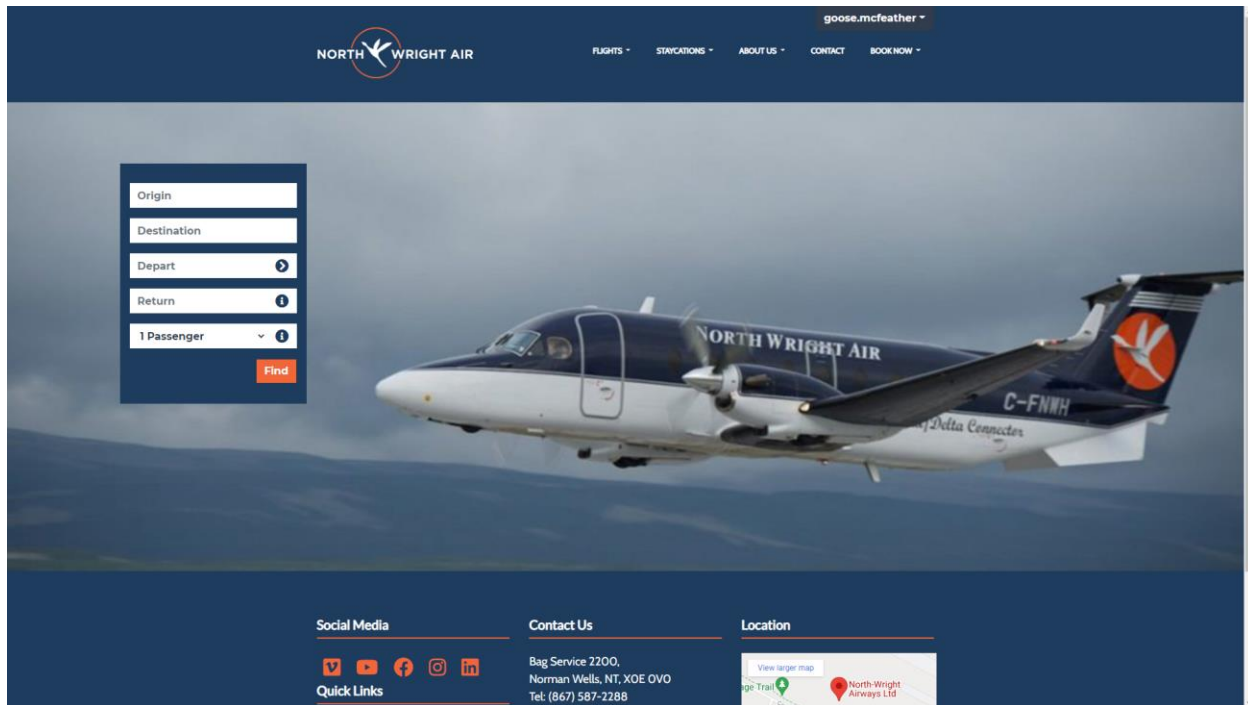
<https://www.north-wright.com/>

This site is best viewed in the most recent version of Chrome on a regular computer. However, most browsers have been tested with the new site. We have also tested this site to work with mobile devices such as tablets and smart phones.

You can also access the booking website from our homepage at www.north-wrightairways.com. The booking icon will be on the left-hand side of the page. Please follow the instruction in this document to complete your online booking.

Steps for making a booking.

1) Finding the flight



- To select origin and destination, type in the starting and ending point for the passenger. Either the three-letter airport code or the name of the city will work. For example, typing YVQ or Norman Wells will work.
- Select the desired departure date by clicking inside the depart field.
- If the booking is a one-way ticket, leave the returning field blank. Otherwise, select a return date.
- Select the number of passengers. By default, this is set to one.
- Press the 'Find' button to continue to the next step

2) Selecting the flight

The screenshot displays the North Wright Air website's flight selection interface. At the top, the North Wright Air logo and navigation menu are visible. The main heading is "Flight Selection" with a progress bar showing "Search" (selected), "Flights", "Passengers", "Payment", and "Confirmation".

The "Departing Flights" section shows a search for "YELLOWKNIFE (YZF) to NORMAN WELLS (YVQ)" for "Friday, July 23, 2021". A "Modify Search" button is present. Below the search, two routing options are shown:

- 1 Stop - 2:05hr**: Yellowknife (YZF) to Norman Wells (YVQ) via Yellowknife (YZF). Flight #142. Total Price Per Passenger: **\$941.65** (selected with a checkmark).
- 2 Stop - 2:40hr**: Yellowknife (YZF) to Norman Wells (YVQ) via Yellowknife (YZF) and Inuvik (YXU). Flight #128. Total Price Per Passenger: \$941.65.

A detailed breakdown of charges for the selected 1-stop flight is shown below:

All Transportation Charges		1 Adult
Base Fare		\$517.44
Insurance		\$40.87
Fuel surcharge		\$18.50
Nav can		\$10.00
Taxes, Fees and Charges		
Ad/other		\$10.00
HST/GST		\$44.84
Grand Total		\$941.65

- Each row represents a routing option.
- To select one of the flight / fare options click once on the appropriate total. The fare when selected will appear grey with a check mark.
- **Note that only Adult PO/Credit fares are available online. For Child, Elder, or Personal fares please contact our reservations department at 1-867-587-2333 or reservations@north-wrightairways.com. You can also go down to your local North-Wright Office and book a ticket at the counter.**
- The details of the price, fees, and taxes can be viewed by pressing the details link that appears below the total price.
- When making a return booking, this selection of the return flight will happen after pressing the continue button.

3) Completing the passenger information

The screenshot shows the 'Passenger Information' form on the North Wright Air website. The form is titled 'Passenger Information' and has a progress bar with steps: Search, Flights, Passengers, Payment, and Confirmation. The current step is 'Passengers'. The form displays the following information:

- Passenger Name: Goose Mcfeather
- Origin: YZF (YELLOWKNIFE) 14:45
- Destination: YVQ (NORMAN WELLS) 17:20
- Flight Duration: 2h35m
- Flight Date: 23 Jul
- Passenger Count: 1 Passenger
- Fare: \$941.65 CAD

The form fields are as follows:

- First Name: Goose
- Middle Name: (empty)
- Last Name: Mcfeather
- Type: Male
- Passenger Email: goose.mcfeather@north-w
- Phone: (867) 587-2288
- Birthdate: Jan 10 1970

There are two checkboxes for special requirements:

- Travelling with an infant.
- Special assistance required.

Buttons for 'Back' and 'Continue' are located at the bottom of the form.

The footer contains:

- Social Media:** Icons for YouTube, Facebook, Instagram, and LinkedIn.
- Quick Links:** Schedule a Flight, Traveller Information, Employee Portal.
- Contact Us:** Bag Service 2200, Norman Wells, NT, XOE OVO. Tel: (867) 587-2288, Fax: (867) 587-2962, info@north-wrightairways.com.
- Location:** A map showing the location of North Wright Airways Ltd. in Norman Wells, NT.

Once the flight information is selected, the passenger details should be entered. Most of this information is self-explanatory. Things to note are:

- a. The email and phone number should be that which belongs to the passenger.
- b. You will need to ensure you have the following information to continue
 1. First & Last Name
 2. Gender
 3. Passenger Email, phone number and birthday
- c. If the passenger will be travelling with an infant or if they require special assistance, please check the boxes.

4) Payment Details

Final Step

Departing Flight: Friday, July 23rd, 2021

YELLOWNIFE (YXJ) → NORMAN WELLS (YXG)
1 Stop - 2h30m Flight #N2
PO/ CREDIT Total cost including fees and taxes: \$941.65

1 Adult	
Air Transportation Charges	
Base Fare	\$874.44
Insurance	\$40.87
Fuel surcharge	\$18.50
Nav can	\$10.00
Taxes, Fees and Charges	
All/other	\$10.00
HST/GST	\$44.94
Grand Total	\$941.65

Payment Details

First Name on Card: Last Name on Card: Card Number: Expiry: Security Code(CVV):

Address: Country:

City: Province / State: Postal / Zip Code:

I have read and agree to the [Terms and Conditions](#)

The final step prior to completing the booking is the payment details page.

Note:

- a. Please enter your credit card number in the spaces provided.
- b. You must include the billing address associated with that credit card.
- c. Prior to completing the booking, confirm the acceptance of the terms and conditions by placing a check box in the box above the purchase button.
- d. Your credit will be charged as soon as you accept the terms and conditions.**

5) Confirmation Page

- a. The Final page of the booking process will appear when the purchase button is pressed.

Confirmation

Your booking is complete. Please refer to the details of your flight shown below.

Print Itineraries Make Another Booking

Booking Reference: **685** Ticket ID#: **486905** Date of Issue: **July 20, 2021**

Departing Flight

PO/ CREDIT

Wednesday, July 28th, 2021 0h25m	YVQ NORMAN WELLS 08:45	→	YGH FORT GOOD HOPE 09:10	Flight # 141 Notify Me
Layover in FORT GOOD HOPE - 2h55m				
Wednesday, July 28th, 2021 0h35m	YGH FORT GOOD HOPE 12:05	→	COL COLVILLE LAKE 12:40	Flight # 116 Notify Me

Total duration: 3h55m
We recommend you check in 90 minutes prior to your scheduled departure time. Check in closes 45 minutes prior to the flight.

Passengers

DS DSFSDF Ticket Number: **486905**

Fare

1 Adult	
Air Transportation Charges	
Base Fare	\$371.47
Nav can	\$10.00
Insurance	\$18.57
Fuel surcharge	\$18.50
Taxes, Fees and Charges	
GST	\$20.93
Grand Total	\$439.47

[Make Another Booking](#)

Social Media Contact Us Location

- b. Emailing the itinerary can be accomplished by pressing the menu item beside passenger name and selecting email itinerary.
- c. To start another booking press the make another booking button.

If you have any questions or concerns with the new booking site please contact North-Wright Airways reservations at 1-867-587-2333 or by email at reservations@north-wrightairways.com

We hope you enjoy this new and improved booking system. Thank you for flying with North-Wright Airways.