

Emergency Travel Information Sheet

Fill in before you travel, keep on your phone and in your bag

Created by OpsAssistant.co.uk

A, YOUR TRIP

Traveller name(s)			
Departure date		Return date	
Route / Destination			
Booking reference(s)	<i>(airline, train, hotel)</i>		

B, INSURANCE DETAILS

Insurance provider			
Policy number			
24/7 emergency line	★ Save this in your phone NOW		
Claims telephone / email			
Policy excess		Max accommodation / night	
Delay payout threshold	<i>(hours, check your policy)</i>		

C, KEY CONTACTS

Airline / operator customer line			
Hotel or accommodation contact			
Emergency contact at home	<i>(name and number)</i>		
GP or medical contact abroad	<i>(if applicable)</i>		

D, USEFUL NUMBERS

Financial Ombudsman (insurers)	0800 023 4567
Rail Ombudsman	0330 094 0362
Civil Aviation Authority	www.caa.co.uk
ABTA (package holidays)	020 3117 0599

Remember, call your insurer BEFORE spending money on hotels or rebooking.