



### Securing Your Luggage:

- Make your bag easy to recognise by **tagging** the outside with a colourful ribbon and by using a name tag. On your name tag include details such as name, contact details, destination address etc.
- Items to include in your hand luggage, rather than in check-in luggage, include laptops, cameras, legal documents i.e. passport, cash/cards, jewellery, and medication. It is also wise to include a spare change of clothes in your hand luggage, just in case the worst happens and your checked bag is lost/delayed.
- Always ensure that your **bag is locked** before check-in as this acts as a deterrent. Consider making use of the wrapping service provided at most airports as an additional preventative measure against damage and pilferage.
- **Remember** that liquids, aerosols and gels measuring more than 100ml are not allowed in hand luggage. For international travel, if they measure less than 100ml they must be secured in a re-sealable, plastic storage bag. Regulations may vary from airline to airline so double check the rules for your particular carrier.
- **Scan your passport, passport photos and paper tickets.** Store this in your web-based email account. You can also store the details of your emergency 'lost card' telephone numbers in your web-based email account so you know who to contact if your credit card or ATM card is lost or stolen. This way, even if you lose everything, you have immediate access your all important information.
- Also, consider writing your home and destination address (and mobile number if you have one) on a self-adhesive sticky label to stick **INSIDE** your luggage in a visible place. If your luggage is lost and the baggage label has come off, at least the airline can still figure out whose luggage it is.