

**ANDAMAN & NICOBAR ADMINISTRATION
DIRECTORATE OF CIVIL AVIATION**

RESERVATION REQUEST FORM FOR CHARTER FLIGHT

1. Date of journey : _____
2. Sector : From..... To.....
3. Purpose of journey :
4. Nationality :
5. Applicant Status : Single/Family

S.No	Name(s) of Passenger (surname first)	Relation	Sex	Age	Whether Islander/ Non-Islander (*See Note Below)
1.					
2.					
3.					
4.					

5. Contact Address :
6. Contact No : (a) Telephone
- : (b) Mobile
7. Email ID :

**Signature of the Applicant
Name:**

**Note:- For Islander a copy of Islander Card/ Local Certificate and for employee of Central Govt./PSUs/Defence personnel posted in A & N Islands a copy of certificate issued by HoD/Head of Office to be submitted alongwith this form. Original Islander Card/Proof is required to be presented at time of submission of application for verification.*

FOR OFFICE USE ONLY

Application received at _____ (hrs) on _____

Authorised Signatory

**ANDAMAN AND NICOBAR ADMINISTRATION
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The tickets for the chartered flights operated by A & N Administration on Chennai-Port Blair-Chennai and Kolkata-Port Blair-Kolkata sectors can be booked online through the Common Service Centers (CSC) – e-Dweep outlets, which are located in prominent locations in A & N Islands to help the Islanders in availing services in a hassle free manner. Accordingly, the chartered flight tickets can be booked in advance from any of the following offices as per the convenience of the passengers during the working hours.

1. Ticket booking office:

1. Any of the Common Service Centers (CSC)s – e-Dweep outlets.
2. Counter at Inter-Island Helicopter Terminal, Port Blair.
3. Office of Dy. Commissioner (Nicobar), Car Nicobar.
4. Office of Dy. Commissioner (North & Middle Andaman), Mayabunder.
5. Office of Dy. Resident Commissioner, A & N Bhawan, Kolkata.
6. Office of Asst. Director, Shipping Services, Chennai.
7. Air Ticketing Counter, ANIIDCO, Vikash Bhawan, Port Blair

2. Quota of Tickets to be issued from CSC/ booking offices in advance:

a) Chennai Flight

Islander : 61 tickets

Non-Islanders : 43 tickets

b) Kolkata Flight

Islander : 55 tickets

Non-Islander : 28 tickets

Remaining Tickets are reserved quota as below:

a) Chennai Flight

Administration's quota including Raj Nivas : 15 Tickets
Dy. Commissioner, North & Middle Andaman : 10 Tickets
Dy. Commissioner, Nicobar : 10 Tickets
Tehsildar, Little Andaman : 05 Tickets

b) Kolkata Flight

Administration's quota including Raj Nivas : 15 Tickets
Dy. Commissioner, North & Middle Andaman : 30 Tickets
Dy. Commissioner, Nicobar : 10 Tickets
Tehsildar, Little Andaman : 05 Tickets

3. The unsold tickets in each category (Islanders/non-Islanders) will be made open 72 hours prior to departure of flight for utilization by both Islanders and non-Islanders at the fare applicable to them.
4. The application through the Dy. Commissioner (N&M), Dy. Commissioner (Nicobar) and Tehsildar, Little Andaman has to reach to Deputy Director (Civil Aviation), A& N Administration 72 hours prior to departure of each flight. The Dy. Director (CA) shall thereafter intimate the respective reservation office at Chennai, Kolkata and Port Blair to release the utilized as well as un-utilized seats.

5. Service Charges to CSC Operator (VLE)

For all tickets booked through CSC's, the passenger will pay service charges to the CSC @ Rs 50/- (Rupees fifty only) per passenger or at such prescribed rate to be fixed by Andaman and Nicobar Administration

6. Procedure for reservation of Tickets:-

- Application has to be made on prescribed format available on A&N Administration's website www.and.nic.in.
- Only one ticket will be issued per applicant. But in case of family, a maximum of 4 tickets will be issued per application.

- The reservation will be done on first come first serve basis by the respective reservation offices.
- The Passengers to approach the CSC centres from the day of opening of booking window. Based on availability of tickets, CSC operator will obtain the details of the Passengers and issue a confirmation slip to passenger and also a SMS alert with confirmation number.
- The confirmed passengers by the CSC have to make payment within 24 hours by visiting any one of the following offices (1) Inter Island helicopter terminal, Port Blair (2) Deputy Commissioner, North & Middle Andaman (3) Deputy Commissioner, Nicobar (4) Asst. Director, Shipping Services, Chennai (5) Deputy Resident Commissioner, A&N Bhavan, Salt Lake, Calcutta.
- On receipt of formal Tickets from Air India, it will be delivered to individual passenger by the concerned booking office.

7. Cost of Tickets:

The ticket cost per passenger for one way between Chennai - Port Blair –Chennai and Kolkata-Port Blair-Kolkata as on date is as below

(Subject to change from time to time as per dynamic pricing).

- | | | |
|---|---|--------------------------|
| a). For Islanders on production of Islander card/
Local certificate and for employee of Central Govt./
PSUs/Defence personnel posted in
A & N Islands on production of certificate issued by
HoD/Head of office | - | Rs. 5000/- one way trip. |
| b). Non-Islanders. | - | Rs.9000/- one way trip. |

Note: Infants below two years of age are allowed free of cost on production of Birth Certificate.

8. Passengers are required to collect the printed tickets from the respective reservation offices during working hours from 3 days prior to departure of each flight or can collect the same from the representative of A& N Administration at the entrance of the airport at Port Blair/Chennai/Kolkata 3 hrs before departure of each flight.

9. Total seating capacity as per contract with Air India is 144 passengers each way in Chennai flight and 143 pax each way in Kolkata flight. Passengers will be allowed to carry a maximum of 15 Kgs registered baggage and 8 Kgs hand baggage free of cost.

10. Cancellation of Tickets:

No refund will be allowed for cancellation of ticket (S), if there is no demand for the cancelled seat and it goes unoccupied due to cancellation. However, 20% cancellation charges will be recovered otherwise.

-Sd-

Dy. Director, Civil Aviation

F.No. 19-2/CA/2015-16, dated 31/10/2016

Chartered flight schedule upto December, 2016

Chennai – Port Blair - Chennai

November, 2016	December, 2016
2 nd November, 2016 (Wednesday)	3 rd December, 2016 (1 st Saturday)
5 th November, 2016 (1 st Saturday)	7 th December, 2016 (Wednesday)
9 th November, 2016 (Wednesday)	14 th December, 2016 (Wednesday)
16 th November, 2016 (Wednesday)	17 th December, 2016 (3 rd Saturday)
19 th November, 2016 (3 rd Saturday)	21 st December, 2016 (Wednesday)
23 rd November, 2016 (Wednesday)	
30 th November, 2016 (Wednesday)	

Kolkata – Port Blair - Kolkata

November, 2016	December, 2016
3 rd November, 2016	1 st December, 2016

(Thursday)	(Thursday)
10 th November, 2016 (Thursday)	8 th December, 2016 (Thursday)
17 th November, 2016 (Thursday)	15 th December, 2016 (Thursday)
24 th November, 2016 (Thursday)	22 nd December, 2016 (Thursday)
	29 th December, 2016 (Thursday)