



**SPECIAL ASSISTANCE & HANDLING FOR UNACCOMPANIED MINOR**  
(For Unaccompanied Minors between 5 and below 18 years old)

**TO BE COMPLETED BY AIRLINE**

FROM: \_\_\_\_\_  
(SELLING STATION)

TO: \_\_\_\_\_  
(RESERVATIONS OFFICE IN COUNTRY OF EMBARKATION)

REFERENCE: \_\_\_\_\_

DATE: \_\_\_\_\_

**UNACCOMPANIED MINOR'S PERSONAL PARTICULARS (TO BE COMPLETED BY PARENT/GUARDIAN)**

1 FAMILY NAME: \_\_\_\_\_ GIVEN (FIRST) NAME: \_\_\_\_\_  
2 DATE OF BIRTH: \_\_\_\_\_ AGE: \_\_\_\_\_ GENDER: M / F

**3 CONTACT INFORMATION OF PARENT/GUARDIAN AT POINT OF DEPARTURE**

(a)	Name of Parent/Guardian:	_____
(b)	Address of Parent/Guardian:	_____
(c)	Mobile Number	_____ (Country Code, Area Code, Mobile No.)
	Home / Business Number	_____ (Country Code, Area Code, Home/Bus. No.)

**4 CONTACT INFORMATION OF PARENT/GUARDIAN TO USE DURING TRANSFER/TRANSIT (IF APPLICABLE)**

*(Transfers between 2 airports AND/OR connections exceeding 24 hours AND/OR overnight connections at an airport other than Singapore are not allowed unless the Parent/Guardian arranges for the Unaccompanied Minor to be met and cared for at point of transfer)*

(a)	Name of Parent/Guardian:	_____
(b)	Address of Parent/Guardian:	_____
(c)	Mobile Number	_____ (Country Code, Area Code, Mobile No.)
	Home / Business Number	_____ (Country Code, Area Code, Home/Bus. No.)

**5 CONTACT DETAILS OF PARENT/GUARDIAN AT POINT OF ARRIVAL (FINAL SIA DESTINATION)**

(a)	Name of Parent/Guardian:	_____
(b)	Address of Parent/Guardian:	_____
(c)	Mobile Number	_____ (Country Code, Area Code, Mobile No.)
	Home / Business Number	_____ (Country Code, Area Code, Home/Bus. No.)

**6 FLIGHT DETAILS OF UNACCOMPANIED MINOR**

Flight Number	Date	Class	From	To

**Final SIA destination:** \_\_\_\_\_

**Any connecting or transfer flight? Yes / No**

**If yes, please state details:**

**IMPORTANT. PLEASE NOTE.**

\*Connections: If the Unaccompanied Minor is connecting to a non-SIA operated flight, the operating carrier's Unaccompanied Minor policy applies and your child/ward may not be accepted as an Unaccompanied Minor or otherwise on such flight. Please contact the operating carrier for clarification on their Unaccompanied Minor policy.

\*Transfers: If the Unaccompanied Minor is transferring to a non-SIA operated flight at the final SIA destination, please note that we are unable to provide special handling after disembarkation of the SIA-operated flight.

**7 SPECIAL REMARKS**

Reaction to Air Travel: \_\_\_\_\_  
Language(s) Spoken: \_\_\_\_\_  
Special Diet, if required: \_\_\_\_\_  
Others: \_\_\_\_\_

NOTES

- 1 Special handling for Unaccompanied Minors applies only to SIA operated flights AND must be arranged separately for the outward & return journey.
- 2 Special handling is mandatory for Unaccompanied Minors aged from 5 to under 12 years old.
- 3 Dispensation for special handling can be obtained for Unaccompanied Minors above 12 years and below 18 years if parental consent is given. In such an instance, a "Unaccompanied Minor Assistance & Handling Waiver" has to be signed by the parent/guardian for each outward and return journey.
- 4 Carriage of Unaccompanied Minors shall be subject to SIA's General Conditions of Carriage (GCC) and Conditions of Contract (COC), which can be found on [www.singaporeair.com](http://www.singaporeair.com) and they shall prevail to govern SIA's rights and remedies.

DECLARATION

I declare all the particulars furnished by me in this form are true and correct.

I declare that I am responsible in ensuring that my child/ward has my permission to travel on this flight.

I confirm that I have arranged for the aforementioned minor to be met on arrival by the persons named. These persons will be available at the airport at the scheduled arrival time of the flight.

Should the minor not be met as stated, I authorize SIA to take whatever action they consider necessary to ensure the minor's safe custody including return of the minor to the airport of original departure. I agree to indemnify and reimburse SIA for the costs and expenses incurred by them in taking such action.

Should the minor be connecting or transferring to another non-SIA operated flight, I confirm that appropriate arrangements have been made at the point of connection/transfer. I agree that SIA's responsibility and special handling duty towards the Unaccompanied Minor ends at the point of disembarkation of the SIA-operated flight. Notwithstanding the foregoing, if the minor is subsequently found to be unattended to, I authorize the SIA to take whatever action they consider necessary to ensure the minor's safe custody including return of the minor to the airport of original departure. I agree to indemnify and reimburse SIA for the costs and expenses incurred by them in taking such action.

I certify that the minor is in possession of all travel documents (passport, visa, health certificate, etc.) required for the journey.

I confirm that I do not require the minor to be provided with any special seating arrangements on board any aircraft.

**Parent/Guardian's Signature:**

**Date:**