

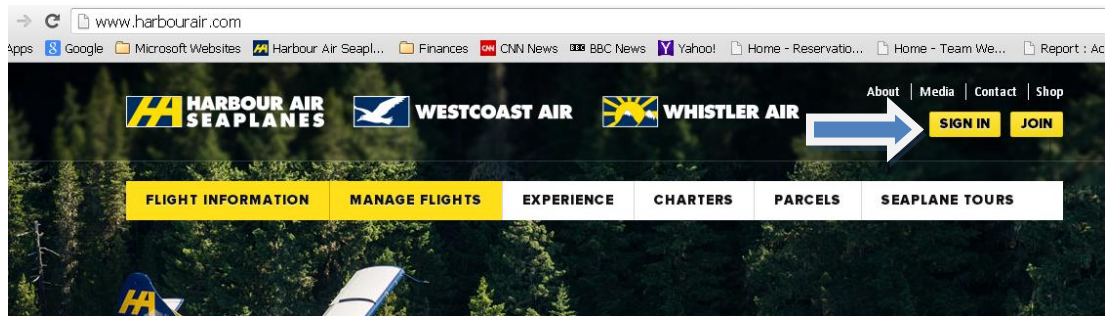
How to book the Contracted Corporate Fares: RESTRICTED TO REGULAR AND PREMIUM FARES ONLY

A. If booking through Harbour Air Reservations Call Centre at 1-800-665-0212

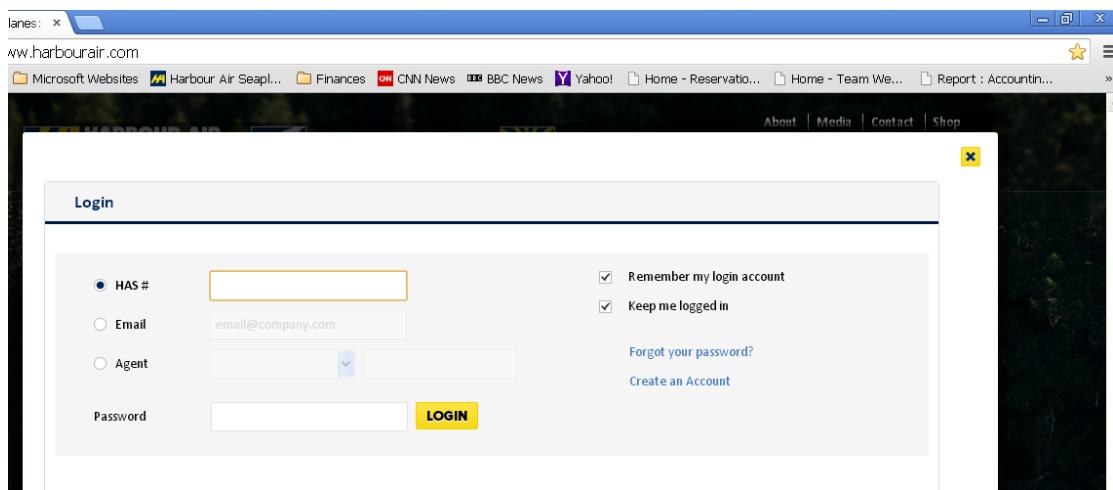
1. Kindly go through the normal booking procedures
2. You will be required to provide the COUPON CODE (coupon codes are changed on a regular basis; please make sure your employees have the current COUPON CODE at the time of booking)

B. If booking online:

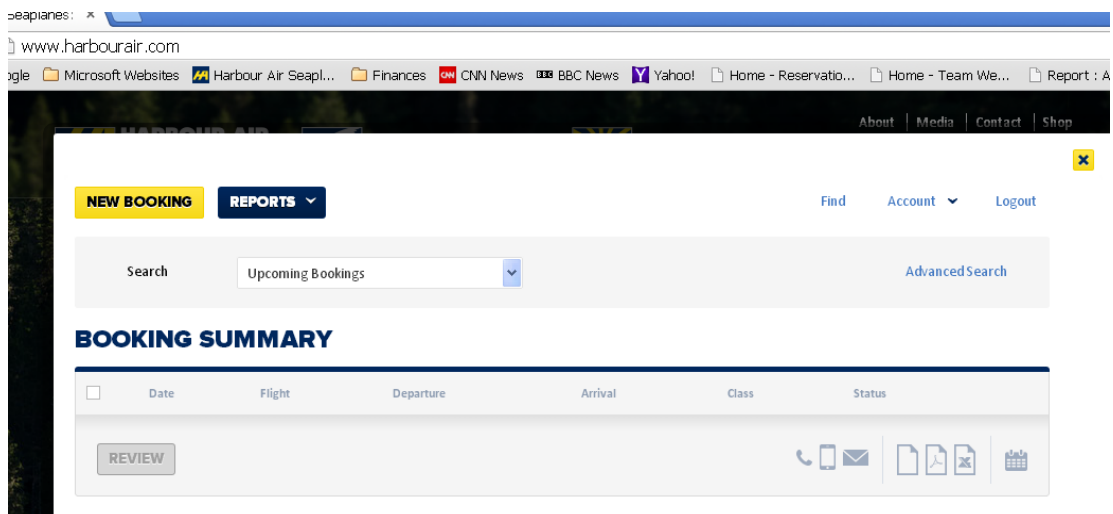
1. Access the Harbour Air website at: www.harbourair.com
2. Go to the Sign-In section on the upper right hand corner of the home page, and click it



3. Enter the HAS # and Password



4. Click on the "New Booking" tab



- Select the preferred flight schedule and CHOOSE REGULAR OR PREMIUM FARE (your employees have the flexibility to book the Online Promotional Fares but the Corporate Discount will not apply)
Please note that the COUPON CODE is restricted to Regular and Premium Fares only

				<input type="radio"/> Regular Fare \$205.37 <input type="radio"/> Saver 3 or less left \$176.37	
Flight #213	11:45	Vancouver Harbour	12:20	Victoria Harbour	<input type="radio"/> Get Away Sold Out! <input type="radio"/> Premium 3 or less left \$234.56 <input checked="" type="radio"/> Regular Fare \$205.37 <input type="radio"/> Saver 3 or less left \$176.37

- Under the Payment & Billing Section, enter the credit card details
- Under the Flight Summary section:

- look for the COUPON BOX

4 Flight Summary

Departure	Flight #213 » Regular Fare Wednesday, Nov 18, 2015 11:45 Vancouver Harbour 12:20 Victoria Harbour 35 minutes	<table border="1"> <tr> <td>Subtotal</td> <td>\$195.59</td> </tr> <tr> <td>Taxes</td> <td>\$9.78</td> </tr> <tr> <td>Coupon</td> <td><input type="text"/></td> </tr> <tr> <td>Grand Total</td> <td>\$205.37</td> </tr> </table>	Subtotal	\$195.59	Taxes	\$9.78	Coupon	<input type="text"/>	Grand Total	\$205.37
Subtotal	\$195.59									
Taxes	\$9.78									
Coupon	<input type="text"/>									
Grand Total	\$205.37									
Passengers	Donna Disini									

- enter the COUPON CODE in the COUPON BOX and click on the “Search” symbol

4 Flight Summary

Departure	Flight #213 » Regular Fare Wednesday, Nov 18, 2015 11:45 Vancouver Harbour 12:20 Victoria Harbour 35 minutes	<table border="1"> <tr> <td>Subtotal</td> <td>\$158.54</td> </tr> <tr> <td>Taxes</td> <td>\$7.93</td> </tr> <tr> <td>Coupon</td> <td>XX001234 <input type="button" value="Q"/></td> </tr> <tr> <td>Grand Total</td> <td>\$166.47</td> </tr> </table>	Subtotal	\$158.54	Taxes	\$7.93	Coupon	XX001234 <input type="button" value="Q"/>	Grand Total	\$166.47
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Taxes	\$7.93									
Coupon	XX001234 <input type="button" value="Q"/>									
Grand Total	\$166.47									
Passengers	Donna Disini									

- the system will capture the appropriate discount rate (%) and will display the discounted fare

4 Flight Summary

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