How to change slot times

1. Log into the customer portal.

2. Select the menu item "Manage reservations".

3. Select your booking and click on "Edit".

00034811		31-05-2019		01-04-2019 09:46		Additional information
Bus 1						
Travel date	**Terminal drop-off**	**Terminal pick-up**	**Status**	**Select**		
31-05-2019	10:00 - 10:20 Nonntal	18:00 - 18:20 Nonntal	Booked	✅ Selected		Details
					edit	cancel

4. Change the slot times.

Arrival date **31-05-2019**

Drop-off and pick-up

Passenger drop-off at the terminal
- ● Nonntal   ○ Paris-Lodron

Arrival time
12   20

Passenger pick-up at the terminal
- ● Nonntal   ○ Paris-Lodron

Pick-up time
18   00

Download new voucher   **Re-send confirmations**

5. If the changed times are underlined in green, your changes were successful. Voucher codes that were generated before continue to be valid. In order to update the text version of your voucher, you will need to download your voucher documentation again.

6. Return to the order overview to assure yourself that the changes have been implemented.

00034811		31-05-2019		01-04-2019 09:46		Additional information
Bus 1						
Travel date	**Terminal drop-off**	**Terminal pick-up**	**Status**	**Select**		
31-05-2019	12:20 - 12:40 Nonntal	18:00 - 18:20 Nonntal	Booked	☐ Selected		Details
					edit	cancel

Important: You can only alter the time of day – after your original booking, the date and terminal can no longer be changed.