

### Group Terms & Conditions

Topics	Details
<b>Minimum group size</b>	Minimum 10 per Booking ID
<b>Purpose of Travel</b>	Leisure and Business
<b>Group fares ('G' booking class)</b>	Available for adults, children, and infants.
<b>Child fares</b>	Apply to up to 25% of the group size. Any additional child passengers exceeding this limit will be charged the adult fare.
<b>Free baggage allowance</b>	<b>Economy class:</b> 1 piece per passenger, up to 23 kg. <b>Premium economy class:</b> 2 pieces per passenger, up to 23 kg each. <b>Business class:</b> 2 pieces per passenger, up to 32 kg each.
<b>Additional baggage allowance</b>	Kindly notify us before final payment for any additional baggage requirements, as this may result in a fare revision. Post ticketing, any additional excess baggage must be paid at the airport during check-in.
<b>Meal request</b>	Upload name list sheet and denote in special service request.
<b>Seat assignment</b>	Upload name list sheet and denote in sit together indicator (STID).
<b>Online group check-in for IATA agents</b>	Online check-in is available when: - Flight is departing within 72 hours for economy class and 48 hours for business class. - Connecting flight is departing within 48 hours for all classes of service.
<b>FOC ticket</b>	Not applicable, except for MICE bookings. Contact groups team.
<b>Seats and fare availability</b>	Subject to change until bookings are finalized and confirmed on GSO.
<b>YR, taxes, and surcharges</b>	All applicable taxes and surcharges are subject to change until final payment is received and tickets are issued. - If the payment due date (both deposit and full payment) falls on a local statutory holiday, the effective due date will be advanced to at least one day before the holiday.
<b>No-show or ticketed passenger cancellations</b>	YR charges and taxes are refundable; however, the base fare is non-refundable. Rebooking is not allowed once a passenger is marked as a no-show.
<b>Input names</b>	Refer to the deadline stated on the Booking ID. Upload name list file through Online Group Management (OLGM).
<b>Special category and peak season Groups</b>	Special category and peak season groups are subject to dynamic timelines.

Topic	Deposit Amount	Method	EMD Code
<b>Deposit</b>	Refer to the deposit amount stated on the Booking ID. Upon submitting the initial deposit via GSO, please inform the Groups Team via email to <b>SAMEA_groups@cathaypacific.com</b> secure your booking.	EMD	997
<b>Final payment</b>	Refer to the deadline stated on the Booking ID.	EMD	997
<b>Pre-ticketing rebooking policy</b>	Changes are allowed, subject to availability and any applicable fare differences. Splits and increase of seats can be performed via GSO.	GSO	Not applicable
<b>Post-ticketing rebooking policy</b>	Changes are permitted only for the inbound sector, subject to availability and applicable rebooking fee USD 70 plus additional taxes & fare differences.	EMD	Rebooking fee 98F & Fare difference 997
<b>Name modification policy</b>	Modifications to passenger names are permitted for up to 10% of the total group size, USD 70 per passenger (plus taxes, if applicable).	EMD	98F

Topic	Details	Method
<b>Post-Ticketing Deadline (D-21)</b>	Cancellations made after this point will incur a penalty equal to 100% of the base fare.	EMD
<b>Cancellation fee after Deposit Payment</b>	20% of the net fare per passenger.	EMD
<b>Materialisation</b>	A guaranteed utilization rate of 80% (MAT) is required at the time of ticketing. Failure to meet this requirement will result in cancellation fees following deposit collection. Once we receive RA from the agent, refund of group deposit will take place as per billing cycle.	Refund application (RA)

\*Please note that the terms and conditions may change. For any inquiries, please reach out to the groups team or contact your account manager.

**Updated: 22 September 2025**