

FLIGHTS

Who makes the travel arrangements for me?

- All the arrangements can be made by Agri+ Labour Placements for you. It is easier to coordinate flights around various employees that are going to one employer so that they all arrive at the airport at the same time.

- We will give 2 quotations for flights which will then be sent to the employer for approval via email.

- Remember the employer has to pay the travel costs to you once you have completed your contract – thus the approval for the flight from him.

- As soon as the employer approves one quotation, we will inform you so that arrangements can be made for the payment of the ticket.

- We will copy you on all the correspondence surrounding the flight so that you are kept up to date with the arrangements.

Can I do my own travel arrangements?

- We would prefer to make all the arrangements for you but if you would like to use a different travel agent, the following information must be sent through to us:

- **Name of travel agent** - Please send all the contact details of your travel agent to us, in case of an emergency.
- **The date of the flight** – flights must be co-ordinated and dates and times must correspond with fellow employees.
- **The price of the ticket** – All flight tickets MUST be approved by the employer. If you reserve a flight without it being approved by the employer – it will be for your own costs.
- **Flight schedule (Itinerary)** – please send us your itinerary so that we can send it to the employer. We (the Agent) need the information for our Database as well.

What documents will I need before my flight?

- Valid Passport for at least 6 months after you have returned

- Valid visa – issued by the USA Consulate

Do I need travel and medical insurance?

YES!

- We highly recommend that you obtain the Travel and Medical Insurance before you leave Eswatini. The employer does have Workman's Compensation, but this is not always adequate for a serious injury.

What must I do if I am injured?

- Contact us (Agent) in the office who will then assist.
- Obtain the claim forms which need to be completed by die medical practitioner.
- Either you or a family member will have to register your claim. The agent will give support if needed.