

Assigning PAX to the flight by scanning passports

A new possibility of assigning PAX to the flight, by **scanning the passport**, has been introduced.

In the quote's edition page, tab PAX, click **Upload files** and select a scan of the passenger's passport.

CALENDAR

MAP

CHECKLIST

PAX

NOTES

MESSAGES 1

AirportCharges

DATABASE

TEXT

Upload passport scans

UPLOAD FILES

i Passenger

Travel document

To be announced

+

Select document

+

To be announced

+

Select document

+

Once the scan has been uploaded, Leon will show a new window with the scan attached.

Travel documents

✕

PERSON

Name

ANNA

Surname

KOWALSKA

DoB

30 Mar 1972

Country

Poland

✕


Number

ABSO00000

Date of Issue

Expiry date

12 Jun 2025



CANCEL

INSERT

To add passenger's details to the database (so that it can be used again when the same passenger travels) click a button **INSERT** and save changes.

Passenger		Travel document	
<input type="radio"/>	ANNA KOWALSKA Age:49 Sex:?	<input type="radio"/>	ABS000000 POL PPT Expires: 12/06/2025

If the quote's requester is a company, then passengers added through this functionality will get added to that company's contacts.

This is the 1st version of this feature and there might be sometimes issues with Leon recognition of certain characters - which need to be corrected manually - however, this will be resolved in the next Leon releases.

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