



**AWARD REDEMPTION REQUEST**

**(TICKET, UPGRADE, EXTRA BAGGAGE)**

* *Present this Award redemption request and all required documents at any Vietnam Airlines branch offices worldwide*
* *Check your Lotusmiles account to ensure you have enough miles to redeem the award, then contact our Call center to make a confirmed booking for award ticket.*

Member’s full name:

Email: Tel:

Lotusmiles membership number:

Issuing ticket offices:

*Note: Email and telephone number are mandatory information*

**AWARD TICKET REDEMPTION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Booking code** | **Itinerary** | **Flight number** | **Flight date** | **Class of service** | **Passenger name** |
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**UPGRADE AWARD REDEMPTION**

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| --- | --- | --- | --- | --- | --- |
| **Booking code** | **Itinerary** | **Flight number** | **Flight date** | **Class of service to upgrade** | **Passenger name** |
|  |  |  |  |  |  |
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**EXTRA BAGGAGE REDEMPTION**

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| --- | --- | --- | --- | --- | --- |
| **Booking code** | **Itinerary** | **Flight number** | **Flight date** | **Baggage package**  **(10kg/20kg/30kg)** | **Passenger name** |
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| **Required documents when requesting Lotusmiles award at Vietnam Airlines branch offices:**   * *Award Redemption Request* * *Identify card or Passport (Original) and the information of the award beneficiary (Identify or passport number, DOB)* * *Lotusmiles membership card* * *Authorized paper (If needed)* | I agree with Lotusmiles award terms, conditions and the [Privacy Policy](https://www.vietnamairlines.com/en/terms-and-conditions/privacy-policy) of Vietnam Airlines  **Member’s signature**  *Date: / /* |