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# **Registration and Changes of Fellow Passenger Information**

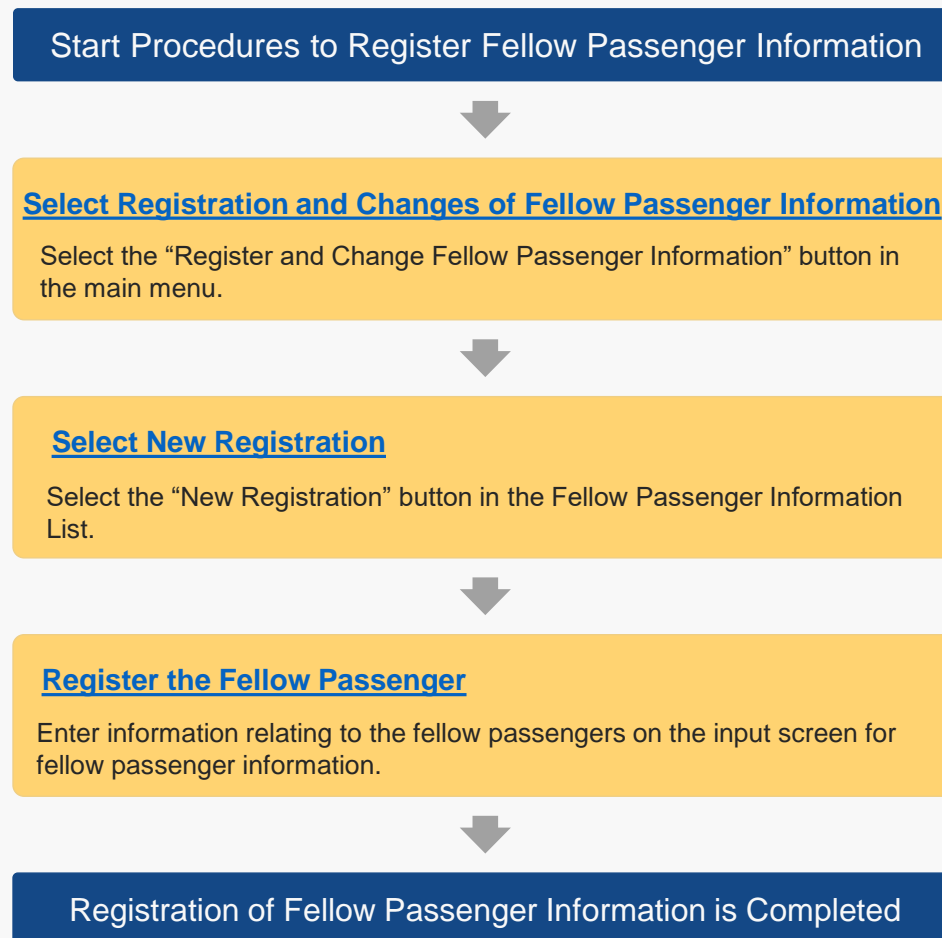
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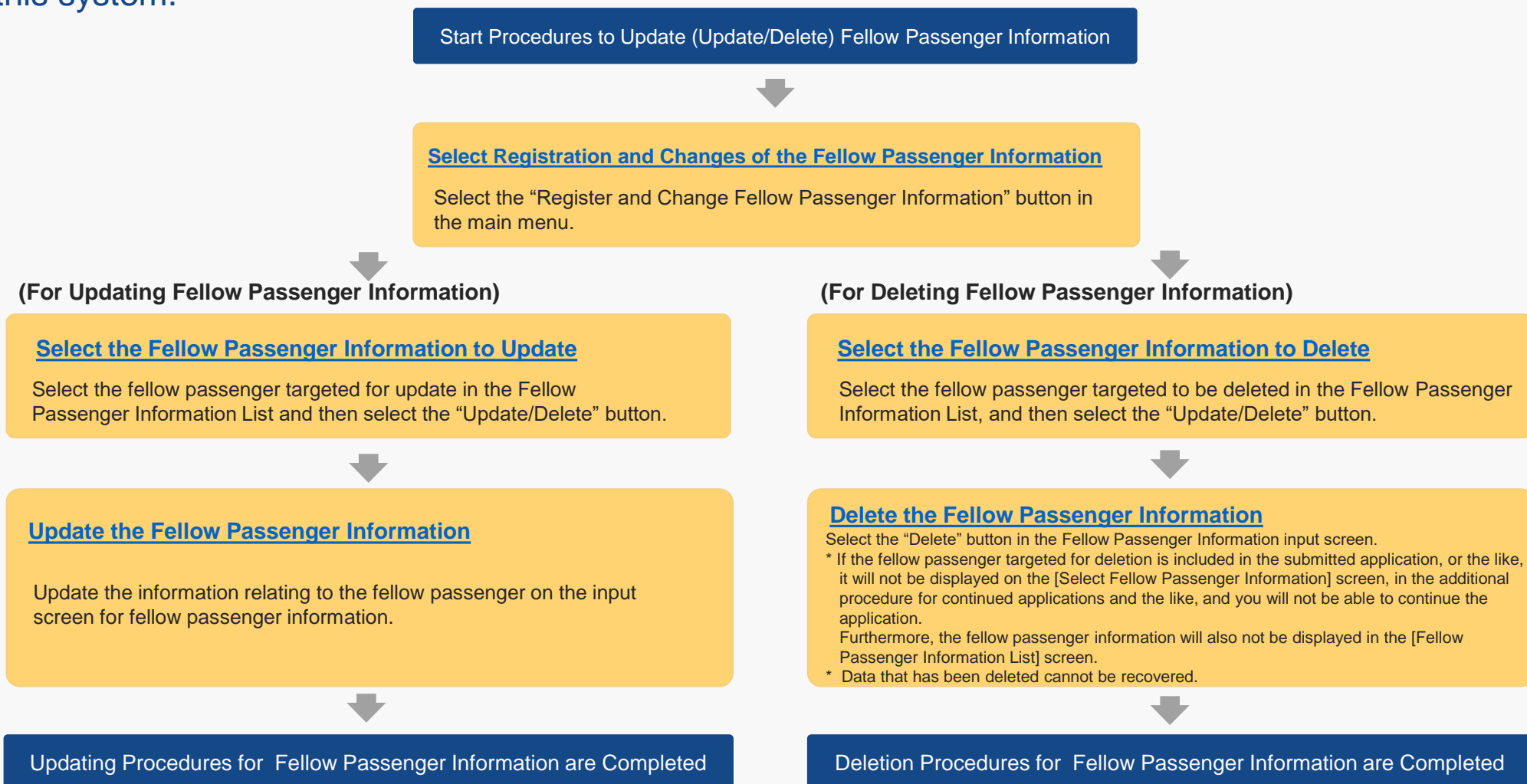
## 01. Flow of Registration and Changes (Update/Deletion) of Fellow Passenger Information 1/2

The following shows the flow when newly registering fellow passenger information using this system.



## 01. Flow of Registration and Changes (Update/Deletion) of Fellow Passenger Information 2/2

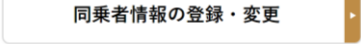
The following shows the flow when updating or deleting fellow passenger information using this system.



## 02. New Registration of Fellow Passenger Information [Select Registration and Changes of Fellow Passenger]

Open the [Fellow Passenger Information List] screen from the [Main Menu] screen.



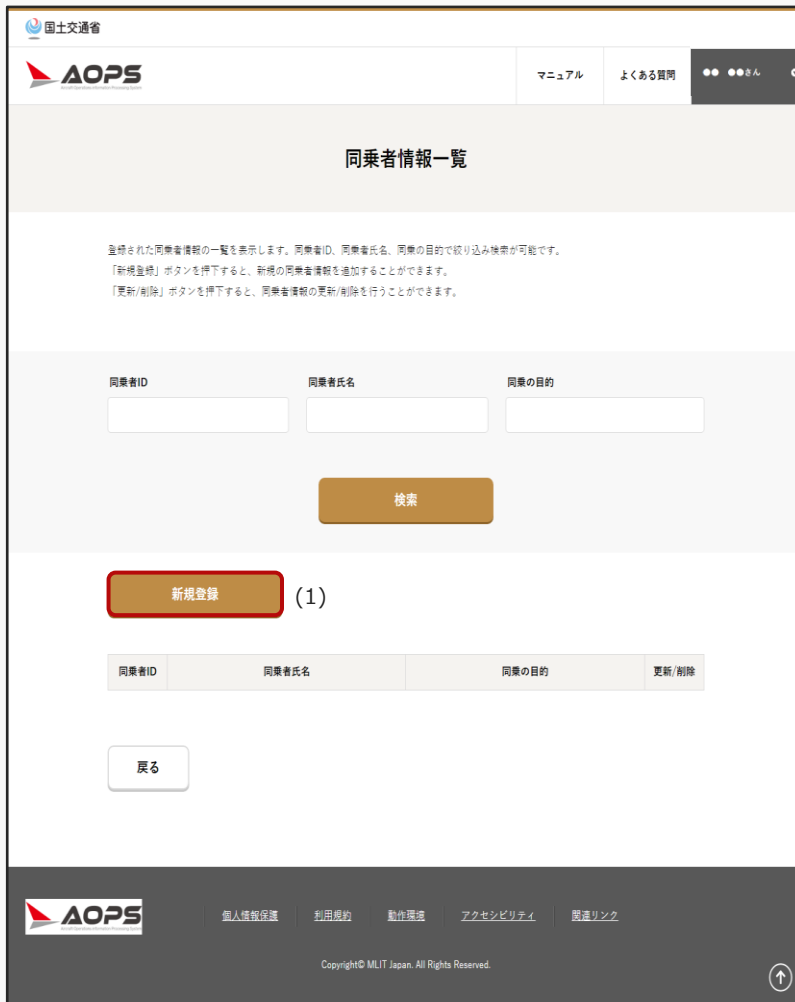
- (1) In the [Main Menu] screen, press  in the heading [Preparation of Information Necessary for Application for Permission (Notification)].



The [Fellow Passenger Information List] screen opens.

## 03. New Registration of Fellow Passenger Information [Select New Registration]

Implement a new registration for a fellow passenger in the [Fellow Passenger Information List].



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### 同乗者情報一覧

登録された同乗者情報の一覧を表示します。同乗者ID、同乗者氏名、同乗の目的で絞り込み検索が可能です。  
「新規登録」ボタンを押下すると、新規の同乗者情報を追加することができます。  
「更新/削除」ボタンを押下すると、同乗者情報の更新/削除を行うことができます。

同乗者ID 同乗者氏名 同乗の目的

検索

**新規登録** (1)

同乗者ID	同乗者氏名	同乗の目的	更新/削除
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(1) Press **新規登録** in the [Fellow Passenger Information List] screen.



The [Enter Fellow Passenger Information] screen opens.

## 04. New Registration of Fellow Passenger Information [Register a Fellow Passenger]

Enter information relating to the fellow passengers on the [Enter Fellow Passenger Information] screen.

Enter information relating to the fellow passengers in the [Fellow Passenger Information List] screen.

### (1) Name of Fellow Passenger

Enter the name of fellow passenger. (Enter a double-byte space between the first and last names.)

Names cannot be entered using double-byte characters.

(When entering using alphanumeric characters, use single-byte characters.)

You can enter up to 128 characters.

### (2) Purpose of Flight

Enter the purpose for being a fellow passenger.

Names cannot be entered using double-byte characters.

(When entering using alphanumeric characters, use single-byte characters.)

You can enter up to 200 characters.

### (3) If there is no problem with the entered content, press

登録

A dialog box is displayed to check fellow passenger registration.

### (4) Press

OK

to register information relating to the fellow passenger.

After completing the registration, the [Fellow Passenger Information List] screen is displayed.

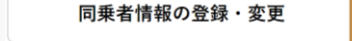
\* The same information as an already registered fellow passengers (all items) cannot be registered or updated.



## 05. Update/Deletion of Fellow Passenger Information [Select Registration and Changes of Fellow Passenger]

Open the [Fellow Passenger Information List] screen from the [Main Menu] screen.



- (1) In the [Main Menu] screen, press  in the heading [Preparation of Information Necessary for Application for Permission (Notification)].

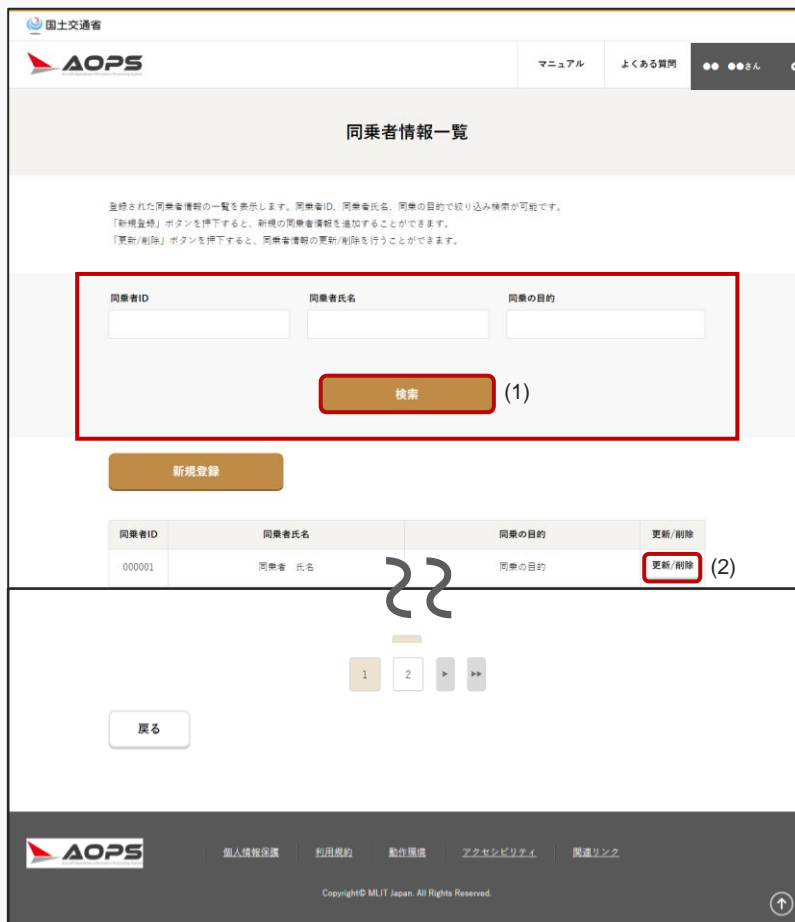


The [Fellow Passenger Information List] screen opens.



## 06. Update/Deletion of Fellow Passenger Information [Select the Fellow Passenger to Update/Delete]

[Select the fellow passenger targeted to be updated /deleted in the [Fellow Passenger Information List] screen.



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### 同乗者情報一覧

登録された同乗者情報の一覧を表示します。同乗者ID、同乗者氏名、同乗の目的で絞り込み検索が可能です。  
「新規登録」ボタンを押下すると、新規の同乗者情報を追加することができます。  
「更新/削除」ボタンを押下すると、同乗者情報の更新/削除を行うことができます。

同乗者ID

同乗者氏名

同乗の目的

検索 (1)

新規登録

同乗者ID	同乗者氏名	同乗の目的	更新/削除
000001	同乗者 氏名	同乗の目的	更新/削除 (2)

1 2 > >>

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The registered fellow passenger is displayed in the list.  
Also, if there are more than 21 cases, they will be displayed on multiple pages.

(1) When searching for a fellow passenger, enter the [Fellow Passenger ID], [Name of Fellow Passenger] or [Purpose of Flight] or the like, and select it. Then press **検索** and the corresponding fellow passenger is displayed.

(2) From the list, press **更新/削除** of the fellow passenger for whom to implement the update procedure.



[Enter Fellow Passenger Information] screen is displayed.

## 07. Update of Fellow Passenger Information [Update a Fellow Passenger]

Update the information relating to the fellow passenger on the [Enter Fellow Passenger Information] screen.



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### 同乗者情報の入力

同乗者情報を修正し、「更新」ボタンを押下してください。  
削除する場合は、「削除」ボタンを押下してください。

同乗者情報

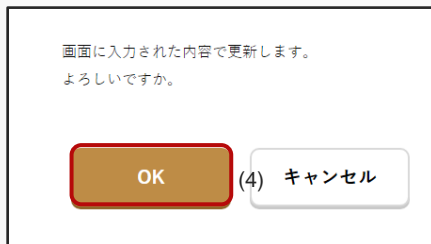
更新日時 2024/09/05 16:50:28 (1)

同乗者ID 000001 (2)

同乗者氏名 (必須) 同乗者 氏名  
\*全角英数字入力不可、文字数128文字以下、姓と名の間には全角スペースの入力必須

同乗の目的 (必須) 同乗の目的  
\*全角英数字入力不可、文字数200文字以下

戻る 更新 (3) 削除



画面に入力された内容で更新します。  
よろしいですか。

OK (4) キャンセル

Information relating to the fellow passenger selected in the [Fellow Passenger Information List] is displayed.

Also, the input method for each item is the same as “04. New Registration of Fellow Passenger Information [Register a Fellow Passenger].”

(1) Update Date and Time:

The date and time of the update of information relating to the fellow passenger is displayed.

(2) Fellow Passenger ID

This is the system ID that uniquely identifies the fellow passenger.

(3) If there is no problem with the entered content, press **更新**.

A dialog box is displayed to check the update of the fellow passenger.


(4) Press **OK** to update information relating to the fellow passenger.

\* The same information as an already registered fellow passengers (all items) cannot be registered or updated.


## 08. Deletion of Fellow Passenger Information [Delete a Fellow Passenger]

Delete information relating to the fellow passenger on the [Enter Passenger Information] screen.

Information relating to the fellow passenger selected in the [Fellow Passenger Information List] is displayed.

- (1) If there is no problem with target to be deleted, press . A dialog box is displayed to check the deletion of the fellow passenger.



- (2) Press  to delete information relating to the fellow passenger.

\* If the fellow passenger targeted for deletion is included in the submitted application, or the like, it will not be displayed on the [Select Fellow Passenger Information] screen, in the additional procedure for continued applications and the like, and you will not be able to continue the application.  
Furthermore, the fellow passenger will also not be displayed in the [Fellow Passenger Information List] screen.

\* Data that has been deleted cannot be recovered.

\* You can register a new passenger information with the same information as the deleted passenger.