Flight Attendant Reciprocal Cabin Seat Agreement on United
eTicket with ID90T

American Airlines Code = AA       American Airlines Password/ Ticket Number = 001

Log-In
- Log on to https://IFC.ID90.COM
- Select your Employing Airline name from the drop down menu: American Airlines
- Enter User Name: your airline code followed by “emp” (format: AAemp)
- Enter Password: your unique airline number (example:001)
- Select LOGIN NOW

Create Listing
- Log-in (see above)
- Search Flights:
  - Reason for travel - Select F/A Commuting Enter flight Information – From/To and Travel Dates
  - Select Transporting Airlines - “United Airlines” from the dropdown
  - Enter Employee Information
  - Select GO
- Select Flights:
  - Select flights by clicking the button provided next to the $0.00 (zero)
  - Select Create Listing
  - Update TSA Information in the “Who’s Traveling” screen
  - US Telephone number – include +1
- Confirm
  - Review final Confirmation and make note of Confirmation Code (located above itinerary)

- Select Logout

Check-In (within 24 hours of departure)
On-Line (www.UNITED.com)
- Select Check-in from Reservations Menu
  - Enter Confirmation Number in “Print Boarding Pass” section located in center of front page
  - Select “Continue” and follow prompts
  - Print, fax or email boarding pass receipt

eTicket Kiosk
- You may also check-in at any eTicket Kiosk
  - Swipe driver’s license or credit card in kiosk (used for ID purposes only, no charge will occur)
  - Enter three letter destination code or confirmation number- follow prompts to complete check-in process

New United
EmployeeTravelCenter/May2012