

HOW TO AMEND OR CANCEL YOUR BOOKING

1. Follow the link below

<https://securebooking-belfastairport.com/user/login>

2. Log In

Simply enter your email address and the password provided when the email confirmation was issued.

If you can't find this password you can click the 'Forgotten your password?' button and receive this to the applicable email address.

[Home](#) [My Basket](#) [Login](#) [Register](#) [Manage Your Account](#)

Login

Email Address

Password

[Forgotten your password?](#)


Login >

Shopping Basket

Your session has expired

Basket is empty

Checkout >



[Home](#) [My Basket](#) [Login](#) [Register](#) [Manage Your Account](#)

Forgotten Password

A new password has now been sent to your email address. Please check your mailbox.

Login >

Shopping Basket

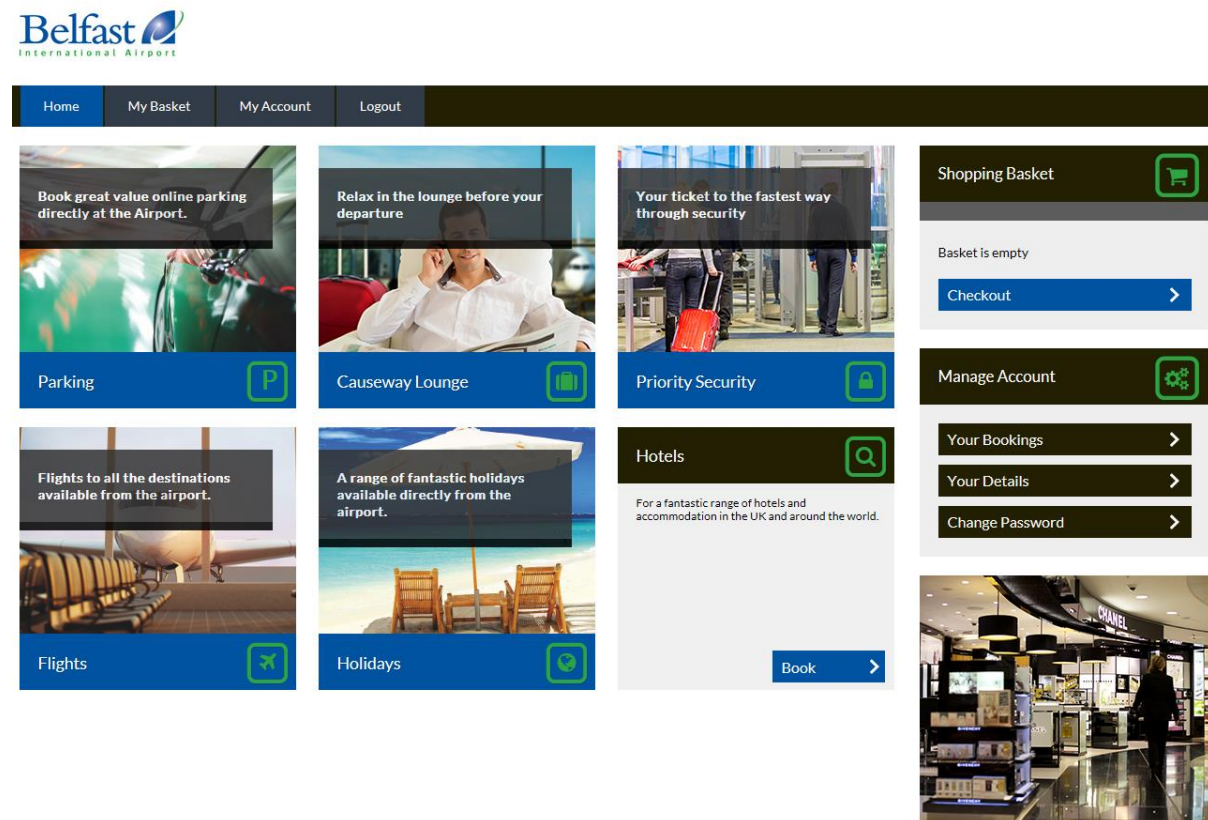
Basket is empty

Checkout >

3 Log-In screen

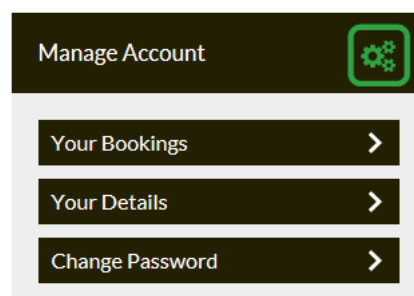
When you have successfully logged in, you will be presented with the below screen.

From here you can book Parking, Causeway lounge, Priority security, Flights, Holidays and Hotels and view your account details and historical and current bookings.



4. Managing your account

Situated to the left hand side of the screen under 'MANAGE ACCOUNT' three options are available.



5. Your Bookings



By accessing your bookings you will see all 'Active bookings', 'Cancelled bookings' and 'Completed bookings'

Here you can 'Manage booking', View your receipt, Tickets or resend the confirmation email.



[Home](#)
[My Basket](#)
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[Manage Your Account](#)

Your Bookings

Please note: bookings made within the last five minutes may not appear in the list below; if your booking does not appear here, please wait a few minutes and check again.

<< < Showing 1-3 of 3 > >>

Filter Search Results ▼

Reference 37499534-1 Cost £12.99 Date Booked 21/07/2016 11:52 Entry Date 27/07/2016 00:00	Manage Booking > View Receipt > View Tickets > Resend Email >	Active booking <div>P</div>
Reference 81572765-1 Cost £18.69 Date Booked 03/11/2015 12:00 Entry Date 06/11/2015 04:56	View Receipt >	Completed booking <div>P</div>
Reference 56877595-1 Cost £27.49 Date Booked 28/04/2015 12:00 Entry Date 01/05/2015 07:10	View Receipt >	Completed booking <div>P</div>

<< < Showing 1-3 of 3 > >>

6. Manage Booking

Here you can ‘update the vehicle registration’, ‘Amend Booking’ or ‘Cancel Your Booking’

Amend Booking: 37499534-1

1 x Park and Fly

Entry

Exit

Vehicle Registration

00:00

00:00

Test123

27/07/2016

29/07/2016

£12.99

Total Price:

£12.99

Update Vehicle Registration

If you wish to enter the car park with a different vehicle, you may update your booking to reflect the new vehicle's registration number below.

Vehicle Registration

Test123

Update Vehicle Registration >

Amend Booking

Amend Your Booking >

Cancel Booking

Cancel Your Booking >

Shopping Basket

Basket is empty

Checkout >

Manage Account

Your Bookings >

Your Details >

Change Password >



8. Amend Booking

Amend Booking

Amend Your Booking >

Click on the ‘Amend your booking’ button as above and below

[Home](#)
[My Basket](#)
[My Account](#)
[Logout](#)

Amend Booking: 37499534-1

This will amend your booking and is subject to the following amendment fees:

1 x Park and Fly	£0.00
Total Booking Cost	£12.99
Total Amendment Fee	£0.00
Total Refund	£12.99

To amend your original booking it will be cancelled when you make a new booking.
The new booking needs to be made in this session starting with the next screen.
If you don't complete a new booking the amendment will be cancelled and your original booking will remain in place.

[Back](#)
[Amend booking](#)

You will be sent to the below page. Where you can enter in your new parking requirement. **Please note:** Your original booking will be cancelled and fully refunded when you make a new booking. If the new booking is not completed your existing booking will NOT be amended.

[Home](#)
[My Basket](#)
[My Account](#)
[Logout](#)

Parking

Entry

Exit

Promo Code

Search

Relax in the lounge before your departure

Causeway Lounge

Your ticket to the fastest way through security

Priority Security

Amend In Progress

1 x Park and Fly

£12.99

Entry

Exit

00:00

00:00

27/07/2016

29/07/2016

Cancel Amend

Note: Your original booking will be cancelled when you make a new booking. If the new booking is not completed your existing booking will NOT be amended.

Flights to all the destinations available from the airport.

Flights

A range of fantastic holidays available directly from the airport.

Holidays

Do you need a hotel? We have a wide range of local hotels available.

Hotels

Shopping Basket

Basket is empty

Checkout

Manage Account

When you have selected the new times and dates you require you will be given your new car park quotes. These may be cheaper or more expensive depending on the amend you wish to make.
Please Note: You will also have the ability to change your car park choice at this stage.

Simply select '**Book Now**' for the new car parking you wish to obtain as shown below.

[Home](#)
[My Basket](#)
[My Account](#)
[Logout](#)
[P Book Your Parking](#)

Results

Book great value online parking directly at the Airport.

Entry: 27/07/2016 00:01
Exit: 31/07/2016 00:01

Promo Code [Update](#)

Park and Fly Flexible

£18.99 (normally £26.00) [Book now](#)

The closest off airport car park to the terminal

- 2 Minute
- Just a 2 minute transfer from the car park to the terminal
- The transfer runs every 5 minutes
- Secure and convenient parking

Long Stay Car Park Advance Saver

£21.99 (normally £45.00) [Book now](#)

Enjoy on airport parking

- 6 Minutes
- A 6 minute walk from the terminal
- A shuttle bus service is available 24 hours by request
- Great value and convenient parking

Main Car Park Advance Saver

£25.99 (normally £60.00) [Book now](#)

Enjoy on airport parking

- 3 Minutes
- The closest parking to the terminal
- 24 hours CCTV and patrols
- Good value and convenient parking

Amend In Progress

1x Park and Fly £12.99
Entry 00:00 27/07/2016
Exit 00:00 29/07/2016

[Cancel Amend](#)

Note: Your original booking will be cancelled when you make a new booking. If the new booking is not completed your existing booking will NOT be amended.

Shopping Basket

Basket is empty

[Checkout](#)

On the next screen ensure all your details are present and correct and **'Proceed to Payment'**

Flight Details

Outbound Flight Number

Inbound Flight Number

Why are we asking for this information?
We use this information in order to understand where and when you will be travelling. For further information please visit our [FAQ](#).




☒ I have read and agree to the [Terms and Conditions](#) of use.

[Proceed To Payment](#)

Enter in your payment details and submit for processing

Please note: Your original booking will be cancelled and refunded automatically when you make a new booking. If the new booking is not completed your existing booking will NOT be amended.

Your payment will be taken on behalf of **Belfast International Airport**


Order Details

Amount: **18.99 GBP**

Order ID: **37499534-2**

Payment Details


* Required Entry

Name On Card:
 * 


Card Number:
 *


Expiry Date:
 *

Issue Number:

Security Code (CV2):
  *

If your amend has been successful the below screen will appear.



Home My Basket Login Register  Secure Payment

Thank you for your order

Your receipt and tickets have been sent to you by email.
If this does not appear in your inbox please check your junk/spam filter and mark as safe sender.

Booking reference: 12913631-1

1 x Long Stay Car Park	£29.99
Entry	05:00 23/07/2016
Exit	23:59 27/07/2016

Total Price: **£29.99**

Shopping Basket

Basket is empty

[Checkout](#)

