



VOYASEE TRAVEL READINESS SERIES

PDF 09 - Layovers, baggage, airports, names, refunds, hidden costs

Flight Booking Mistake Checklist

A pre-payment flight checklist that helps you catch expensive mistakes before you click book.

USE BEFORE

paying for flights

BEST FOR

budget and first-time flyers

INCLUDES

hidden costs, layover risks, name checks

Save, print, or keep this PDF on your phone.

Use it with [Voyasee.com](https://www.voyasee.com) before every trip.



Quick-start travel briefing

Use this page first. It shows how to get value from the PDF in under 10 minutes.

The cheapest flight is not always the cheapest trip.

Use this PDF before final payment. Check names, dates, airports, baggage, layovers, visa/transit risk, refund rules, payment currency, and arrival time so a cheap ticket does not become expensive.

1 Verify identity

Name spelling, passport details, date of birth, and document match.

2 Check the route

Airports, layovers, terminal changes, baggage transfer, and connection time.

3 Calculate full cost

Baggage, seats, meals, payment fees, transport, hotel, and visa/transit costs.

4 Know change

Refund, cancellation, no-show, rebooking, and separate-ticket risks.

Official reminder

Passport, visa, transit, health, medicine, airline baggage, payment, and local safety rules can change. Always verify important details with official government, airline, embassy, airport, and health sources before travel.



Pre-payment flight check board

Complete this before clicking pay.

Check	Why it matters	Action before payment
Name spelling	Wrong names can block boarding or require paid correction.	Match passport exactly before payment.
Airport code	Some cities have multiple airports far apart.	Check airport name, not only city name.
Date and time	Overnight flights can arrive on a different date.	Check local departure and arrival dates.
Baggage included	Cheap fares may include only small personal item.	Add baggage cost to total price.
Layover length	Short connections can fail with delays/security.	Choose enough time, especially international.
Refund rules	Low fares can be non-refundable or expensive to change.	Read fare rules before payment.

Booking rule: if you do not understand the fare, route, or layover, do not pay yet.



Hidden flight cost calculator

Add these before deciding a flight is cheap.

Cost	Question to ask	Possible impact
Baggage	Does the fare include cabin bag or checked bag?	Can double the ticket cost on budget airlines.
Seat choice	Is seat selection required for your group?	Extra fee or separated seats.
Airport transfer	Is airport far from city or late at night?	Taxi or hotel cost may rise.
Layover hotel	Is connection overnight or very long?	Food, sleep, lounge, or hotel cost.
Visa/transit	Does the route require documents?	Application fees or denied boarding risk.
Payment currency	Are card/currency fees added?	Higher final price than shown.

Full price = ticket + baggage + seat + airport transport + layover costs + document costs + payment fees.



Separate ticket danger zone

Booking two tickets can save money, but it can also remove protection.

MISSED CONNECTION

- If first flight is late, the next airline may not protect you.
- Leave a large buffer or avoid separate tickets.

BAGGAGE TRANSFER

- You may need to collect and recheck bags.
- This can require time, customs, or entry documents.

AIRPORT CHANGE

- Different airports in one city can be far apart.
- Check transfer time and cost.

TRANSIT RULES

- Leaving airside may create visa or entry requirements.
- Check official rules for each stop.



Flight research timeline

A calm method for finding better flights.

1

Start broad

Search nearby dates and airports, but keep realistic arrival and layover times.

2

Shortlist 3 options

Compare total cost, not just ticket price.

3

Check documents

Review passport, visa, transit, and entry requirements for every country involved.

4

Read fare rules

Understand baggage, refund, change, no-show, seat, and check-in rules.

5

Pause before payment

Recheck names, dates, airports, baggage, and arrival transport one last time.



Bad arrival time warning board

Late arrivals are not always bad, but they need planning.

Arrival issue	Risk	Fix before booking
After midnight	Transport limited, hotel closed, fatigue.	Book transfer or 24-hour reception.
Early morning	No check-in yet, no rest, luggage problem.	Plan storage or early check-in.
Remote airport	High transfer cost or long route.	Add transport cost to fare.
Solo arrival	More pressure from taxi or street offers.	Use official transport and share route.
First-time destination	Confusion can waste money.	Pick easier arrival time if possible.

Arrival rule: a flight that lands at a difficult time needs a stronger first-night plan.



Refund, change, and cancellation reality check

Know what happens if plans change.

NON-REFUNDABLE

- You may receive little or nothing back if you cancel.
- Decide if the savings are worth the risk.

CHANGE FEE

- Date changes may cost fare difference plus fee.
- Flexible fare can be cheaper if plans are uncertain.

NO-SHOW RULE

- Missing one segment may affect later segments on some tickets.
- Read the airline rules carefully.

THIRD-PARTY BOOKING

- Support and changes may go through the agency.
- Check who handles problems before buying.



Flight comparison worksheet

Compare three real options before booking.

Option A: total cost + baggage: _____

Option A: arrival time + transfer cost: _____

Option B: total cost + baggage: _____

Option B: arrival time + transfer cost: _____

Option C: total cost + baggage: _____

Option C: arrival time + transfer cost: _____

Best overall option: _____

Reason this option is safer/smarter: _____

The best flight is usually the one with the best balance of price, timing, baggage, layover, and document risk.



Flight booking readiness score

Circle 1 to 5 before paying.

Name matches passport

Dates checked

Airports checked

Baggage cost known

Layover realistic

Transit rules checked

Refund rules understood

Arrival transport planned

How to read your score

32-40: ready to book. 24-31: check weak areas. Under 24: do not pay yet; too many expensive mistakes are still possible.



Final 10-second payment pause

Read this just before payment.

IDENTITY

- Name, date of birth, passport/ID, and passenger count are correct.
- One typo can become expensive.

ROUTE

- Airport, terminal, date, arrival time, and layover are understood.
- No mystery airports.

MONEY

- Total price includes baggage, seat, transfer, and payment fees.
- Budget still works after booking.

RULES

- Refund, change, visa/transit, and airline rules are checked.
- No assumptions.



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- **Packing List Generator**
Packing plan
- **Travel Medicine Checker**
Health prep

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- **Travel Scam Checker**
Scam risks
- **Transit Visa Checker**
Layover risk
- **Jet Lag Planner**
Energy plan

EXPLORE

- **Interactive Travel Map**
Visual discovery

Why Voyasee?

Voyasee helps travelers decide where to go, when to go, what to check, what to pack, what to avoid, and how to feel ready before booking. Use the PDFs, tools, and articles together for a smarter trip plan.