



# Travel Tips

## Summer Travel 2007

The Department of Aviation offers the following tips to make travel through Chicago's airports as convenient as possible:

### **Before you leave...**

- Plan to arrive at the airport at least two hours before your scheduled flight departure.
- Before heading to the airport, check with your airline about possible flight delays and cancellations. Get free, real-time flight information delivered to your cell phones, Blackberry and laptop computer. O'Hare travelers can compose an e-mail to [arrivals@ohare.com](mailto:arrivals@ohare.com) or [departures@ohare.com](mailto:departures@ohare.com), leaving the subject line blank. Midway travelers can use [arrivals@midwayairport.org](mailto:arrivals@midwayairport.org) and [departures@midwayairport.org](mailto:departures@midwayairport.org). The first line of the body of the message should contain one or more of the following search criteria: the flight number, the time that the flight is scheduled to arrive or depart, the name of the airline or the airline's two-letter code, the originating or destination airport, and either the name of the city or the three-letter airport code. A response will be sent within minutes.
- If you are a traveler with special needs, such as the need for wheelchair assistance, make arrangements with your airline in advance.
- If you plan to travel with liquids, gels or aerosols in your carry-on bag remember 3-1-1: 3 ounce or smaller containers; containers must be in a 1 quart-size, clear, plastic, zip-top bag and placed in the security bin. Only one zip-top bag is permitted per traveler.
- Avoid wearing clothing, jewelry or other accessories that contain metal when traveling through the security checkpoints. Remember that all outer garments will need to be removed and placed in the security bins. This includes coats, windbreakers and suit jackets.
- Do not over pack bags. If Transportation Security Administration (TSA) Security Officers have to open them, closing overstuffed bags can be difficult and may result in your luggage being delayed. Remember to put identification tags in and on all baggage, including laptops.

### **Getting there...**

- Take public transportation. The Chicago Transit Authority's (CTA) Blue Line to O'Hare and the Orange Line to Midway are convenient ways to get to and from the airports while avoiding roadway congestion. The Metra North Central Service also has five weekday inbound and outbound trains between O'Hare and Chicago's Union Station. Regional bus service is also available to and from both airports. PACE also provides regional bus service to O'Hare which terminates at the Airport Transit System (ATS) Kiss 'n' Fly. For more info visit [www.pacebus.com](http://www.pacebus.com) online.

- Learn where to park. Real-time parking information for both O'Hare and Midway airports is available on our Web site, [www.flychicago.com](http://www.flychicago.com). You can also register to receive parking information e-mail alerts on the days you plan to travel. Once en route, motorists can tune to "ParkNet" (800 AM) on the radio when they are within 2.5 miles of either airport to receive current parking lot status reports.
- Don't idle at the curbside. Unattended vehicles parked in front of terminal curbside fronts will be ticketed and towed. Both O'Hare and Midway offer short-term parking rates for those picking up travelers. Motorists will be able to park for \$2.00 for the first hour at O'Hare and \$4.00 for the second and third hours. Midway will offer a special holiday rate of two hours for \$2.00 in the terminal garage. In addition, ample parking is available in Midway's new economy parking garage for \$12 per day.
- Use our cell phone parking lots. Cell phone lots enable motorists to temporarily park free of charge until friends, family members or business associates have deplaned, collected baggage and called to be picked up curbside. At O'Hare, the 150-space lot is conveniently located at Economy Parking Lot F. Exit I-190 at North Mannheim Road and follow the signs to Economy Parking Lot F/Cell Phone Lot. The 90-space lot at Midway is conveniently located at 61<sup>st</sup> and Cicero Avenue just south of the main airport entrance.
- Use O'Hare's free and easy Kiss 'n' Fly parking to avoid roadway congestion. The drop-off point at which family members and friends can wait for and greet travelers is located directly off Bessie Coleman Drive. From this location, passengers are transported to the ATS, which quickly shuttles them to any of the airport's four terminals.
- Be aware that two lanes of traffic on the upper level, inner roadway between Terminals 2 and 3 will be closed from now through mid-November 2007. Traffic Management Authority personnel have been assigned to this location to ensure that traffic on the roadways is continuously moving. Colleagues, friends and family members should allow extra time and plan accordingly if they are dropping travelers off curbside on the departures level.

#### **At the airport...**

- Use curbside check-in or e-ticket kiosks to avoid lines at the ticket counters. Check directly with your airline to see if these timesaving options are available.
- Have your boarding pass and government-issued photo identification out and ready to show as you approach the security checkpoint. Only passengers with these two items will be allowed beyond the checkpoints.
- Know what to expect at the security checkpoint. Laptops must be removed from the cases, shoes must be removed for x-ray and children must be taken out of strollers. While in line, place all metal items (cell phones, pagers, coins, keys etc.) in a carry-on bag and take laptops and video cameras that require cassette tapes out of their cases for x-ray.
- If you mistakenly bring prohibited items with you to the security checkpoint, Mail Safe Express allows you to keep personal items by choosing to mail them home securely. The kiosks are a one-stop packaging, payment and vaulted drop-off station that allow passengers to mail items to domestic or international addresses or hold items at a secure location for pick-up upon return to the airport. All major credit cards are accepted for payment.
- If you are selected for additional screening, know that you have the right to request it be done in a private location. Belligerence, inappropriate jokes and threats are not tolerated. Jokes and/or comments about threats to passengers or the aircraft will be taken seriously and could result in criminal or civil penalties for the passenger.

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