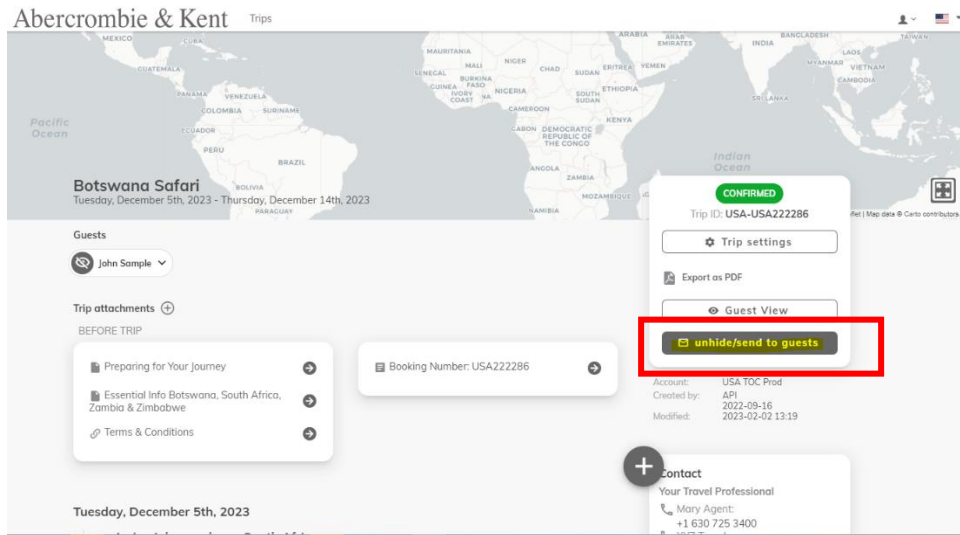
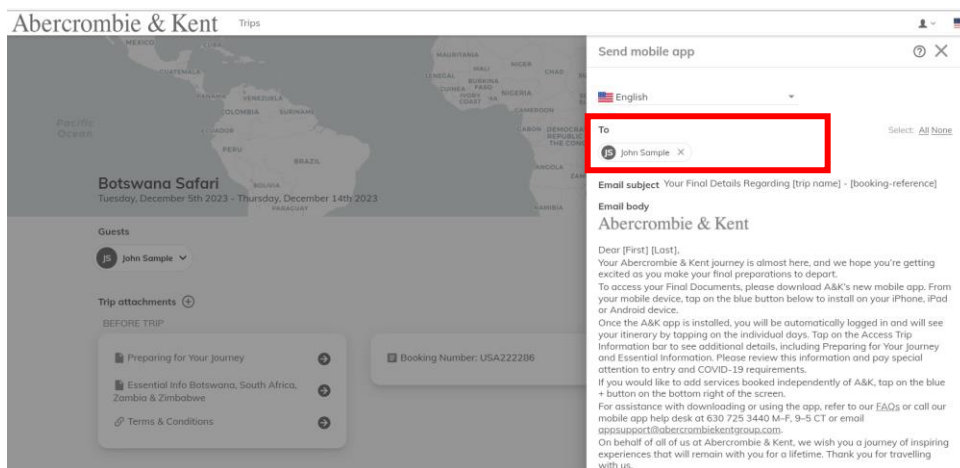


## A&K App: How to Send Your Clients' Itinerary

1. On the Trips screen for your clients' booking, click "unhide/send to guests."



2. Review client names in the To section. Hover over each client's name to see their email address. Each client must have a unique email address associated with their trip to access the app. Client names shown in dark grey will receive the email immediately. Clients whose names appear in light grey have not provided an email address. To add your clients' email addresses, contact A&K.



3. Click Preview to see what your clients will receive. Then click "Send" to email your clients.

Abercrombie & Kent Trips

**Botswana Safari**  
Tuesday, December 5th 2023 - Thursday, December 14th 2023

**Guests**  
John Sample

**Trip attachments**

BEFORE TRIP

- Preparing for Your Journey
- Essential Info Botswana, South Africa, Zambia & Zimbabwe
- Terms & Conditions

Booking Number: USA222286

Tuesday, December 5th 2023

Arrive Johannesburg, South Africa

**Send mobile app**

English

To: John Sample

**Email subject** Your Final Details Regarding [trip name] - [booking-reference]

**Email body**  
**Abercrombie & Kent**  
Dear [First] [Last],  
Your Abercrombie & Kent journey is almost here, and we hope you're getting excited as you make your final preparations to depart.  
To access your Final Documents, please download A&K's new mobile app. From your mobile device, tap on the blue button below to install on your iPhone, iPad or Android device.  
Once the A&K app is installed, you will be automatically logged in and will see your itinerary by tapping on the individual days. Tap on the Access Trip Information bar to see additional details, including Preparing for Your Journey and Essential Information. Please review this information and pay special attention to entry and COVID-19 requirements.  
If you would like to add services booked independently of A&K, tap on the blue + button on the bottom right of the screen.  
For assistance with downloading or using the app, refer to our FAQs or call our mobile app help desk at 630 725 3440 M-F, 9-5 CT or email [appsusoad@abercrombiekent.com](mailto:appsusoad@abercrombiekent.com)  
On behalf of all of us at Abercrombie & Kent, we wish you a journey of inspiring experiences that will remain with you for a lifetime. Thank you for travelling with us.  
Best regards,  
Your Abercrombie & Kent Team

Please note that certain text enclosed in brackets [ ] will be automatically replaced for your convenience. E.g. [First] = Traveler's First name. The login and download information will be automatically added to the invitation.

Preview Send