



12JUL/THR-QR-932-TSS-20

Guidance on OK to Board

Dear Valued Trade Partner,

At Qatar Airways, we want your passengers to have a safe and hassle-free journey. We request that you please note the guidance below to streamline and expedite the “OK to Board” process.

Please verify your OK to Board request prior to submission by visiting [Travel and Entry Requirements](#) on qatarairways.com and use the form to check entry requirements.

Guidelines on sending the OK to Board email request:

- Effective immediately all OK to Board requests should be addressed to: thrdocumentcheck@ir.qatarairways.com, OK to Board emails sent to other Generic Mail boxes than THR Document Check (i.e. THR voucher desk/Tehran Reservation) will not be taken action.
- The OK to Board request and its supporting documents must be sent together in one PDF file, with a maximum file size of 2MB.
- The email should include your passenger’s PNR or ticket number/future travel date and clear copies of the passport, visa, and travel documents.
- Subject format: AGENCY NAME/PNR/PAX FAMILY NAME
- Please send all requests by 14:00, Saturday to Thursday, to ensure timely action

Kindly note:

- No OK to Board is required for D-type visa holders travelling to: VIE-AMS-FRA-MUC-TXL-BCN-ZRH-CDG-BRU-CPH-MAD-OSL. Example: D-type German visa is OK to Board to FRA but not to CDG.
- **OK to Board for USA routes:** Please send the request within 24 hours prior to departure. Should the 24 hours fall under public holidays or weekends, acceptance will be subject to final check at the departure airport.
- **Canada PG-01 visa holders:** No need to request for OK to Board
- **Canada V-1 visa holders, parents of adult Canadian citizen in Canada and V-1 visa holders, parents of minor Canadian child traveling with child to Canada:** Request for OK to Board is required. Your passengers must present documents to Qatar Airways offices as per instructions shared in the flyer dated 14 June 2020 with reference 14JUN/THR-QR-922-TSS-20.
- If ok to board not received on the same date of travel – then Travel Agency should inform the customer not to report to the airport and change the booking once feedback received.

For more information, please contact our local offices in Iran. Thank you.