AWAY WITH MILES WORKSHEET

Point-Transfer Checklist

Complete every field for the exact booking path. Stop if an answer is unknown.

Find. Verify. Calculate. Transfer only when you are ready to book.

1 Confirm the award is bookable now

BOOKING PROGRAM

DATE AND TIME CHECKED

TRAVELERS / SEATS

ROUTE AND DATES

CABIN FOR EVERY SEGMENT

TOTAL AWARD PRICE FOR THE PARTY

☐ Verified in the issuing program ☐ Refreshed just before transfer

2 Separate the booking program from the airline

PROGRAM THAT WILL ISSUE THE AWARD

AIRLINE OPERATING THE FLIGHT

FLIGHT NUMBERS / PARTNER NOTES

3 Check account details and eligibility

RECEIVING ACCOUNT HOLDER

LOYALTY MEMBERSHIP NUMBER

☐ Name and membership number checked digit by digit

☐ Receiving account is linked and eligible

☐ Card or rewards account permits partner transfers

☐ No credentials or security answers recorded here

CURRENT RULE OR MISMATCH TO RESOLVE

4 Calculate the transfer amount

AWARD PRICE

PLANNED BUFFER

EXISTING MILES

MILES STILL NEEDED

LIVE TRANSFER RATIO

BONUS TERMS, IF ANY

MINIMUM / INCREMENT

CREDIT CARD POINTS TO SEND

MILES EXPECTED TO ARRIVE

☐ Math independently rechecked

☐ Displayed ratio and amount saved

☐ No speculative excess

Transfers may be delayed or irreversible. Availability can change before points arrive.

AWAY WITH MILES WORKSHEET

Point-Transfer Checklist

Check timing, full cost, booking rules, and a backup before confirming.

5 Match transfer timing to availability risk

TIMING SHOWN BY ISSUER / PARTNER

SOURCE AND TIME CHECKED

- ☐ Several acceptable awards exist
- ☐ Only one itinerary works
- ☐ Official hold confirmed

WHY THIS TIMING RISK IS ACCEPTABLE

6 Calculate the complete cash cost

TAXES AND REQUIRED CHARGES

BOOKING / SERVICE FEES

TOTAL FOR ALL TRAVELERS

POSITIONING, HOTEL, AIRPORT TRANSFER

SEATS, BAGS, OTHER TRIP COSTS

REALISTIC CASH ALTERNATIVE

- ☐ Whole-trip cost compared

7 Read the exact award rules

- ☐ Change deadline and fee checked
- ☐ Cancellation / redeposit rule checked
- ☐ Cash-charge refund terms checked
- ☐ Partner or mixed-cabin rules checked if relevant

OFFICIAL POLICY URL OR DATED NOTE

8 Name the backup and confirm readiness

BACKUP FLIGHT / PROGRAM / CASH FARE

DECISION RULE IF THE FIRST AWARD DISAPPEARS

- ☐ Award refreshed
- ☐ Account checked
- ☐ Amount checked
- ☐ Ready to book now

FINAL AUTHORIZATION

Every answer is complete, the transfer amount is correct, and I accept the timing and availability risk.

TRAVELER INITIALS

DATE AND TIME