

{{Support~Agent}}} How to Manage Your United Flight Booking?

Managing your United Airlines [G]+1 (866)658-5895[G]reservation lets you adjust travel details, update personal information, and enhance your journey with services like seat upgrades. United makes this easy with their online “**Manage Reservations**” tool and direct support from customer care. Whether you’re making changes or need specialized help, this guide covers everything—from key actions and policies to fees and tips. For personalized assistance, call [G]+1 (866)658-5895[G].

Overview of Booking Management Options

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United offers several ways to manage your reservation, including online tools, the mobile app, phone support, and airport service. Depending on your **ticket type** (e.g., Basic Economy, Economy, Business Class), fare rules, and booking status, you can:

- Modify flights
- Choose or change seats
- Edit passenger information
- Add extra services (e.g., baggage, upgrades)

For more details, contact customer support at [G]+1 (866)658-5895[G].

Key Management Options

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- Change travel dates, times, or destinations
- Select or modify seat assignments

- Update passenger information
- Add services (baggage, Wi-Fi, upgrades)
- Cancel or rebook flights

For availability and eligibility, contact the help desk at [\[G\]+1 \(866\)658-5895\[G\]](tel:18666585895).

Using the "Manage Reservations" Tool

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United's **Manage Reservations** feature, found on www.united.com or via the mobile app, is the primary tool for modifying bookings. It's best for basic changes. If you encounter any issues, call support at [\[G\]+1 \(866\)658-5895\[G\]](tel:18666585895).

Steps to Use It

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1. Access the Tool

- Go to [united.com](https://www.united.com) and select "Manage Reservations" or open the app
- Log in with your confirmation code, ticket number, or MileagePlus credentials

2. Find Your Booking

- Enter your 6-character confirmation number and last name
- Select the itinerary you wish to manage

3. Choose a Management Option

- **View Itinerary:** Check flight info and seat assignments
- **Change Flights:** Adjust times, dates, or destinations (fees may apply)
- **Seat Selection:** Choose or change seats using the seat map
- **Update Info:** Edit passenger details or MileagePlus numbers

- **Add Services:** Purchase extras like baggage or upgrades
- **Cancel Flights:** Cancel and possibly request a refund

4. Review and Confirm

- Confirm changes and view fees or fare differences
- Receive confirmation via email or app

Best For

- Basic updates (seat, contact info)
- Viewing itineraries or flight status
- Most fare classes (excluding Basic Economy)

Limitations

- **Basic Economy:** Limited or no modification options
- **Group/codeshare flights:** May need direct assistance
- **Legal name changes or special needs:** Require phone support

Need help? Call [G]+1 (866)658-5895[G].

Managing Reservations with Direct Support

[G]+1 (866)658-5895[G]

If your booking requires more than the self-service tool offers, United provides help via phone, airport ticket counters, or online chat.

1. Phone Support

- **Number:** [G]+1 (866)658-5895[G] (24/7)
- **Best For:** Name corrections, group bookings, complex requests

- **Tip:** Have your ID and MileagePlus number ready

2. Airport Counter or Kiosk



- **Where:** United counters or check-in kiosks
- **Ideal For:** Last-minute changes, upgrades, cancellations
- **Tip:** Arrive early—2 to 3 hours before departure

3. Live Chat or Online Help

- **Where:** Click “Help” at [united.com](https://www.united.com) or in the app
- **Use Case:** Minor changes or quick questions

Need help deciding? Call  +1 (866)658-5895 .

Common Tasks and Related Fees

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1. Flight Changes

- **How:** Use the tool or call support
- **Fees:**
 - Basic Economy: Not changeable
 - Economy/Business/First: \$99–\$200 plus fare differences
 - Award Tickets: \$50–\$150 change fee, redeposit fee \$99–\$200
 - **Travel Waivers** may eliminate fees during disruptions

2. Seat Selection

- **How:** Use the tool or call for premium seats

- **Fees:**
 - Standard: Free in same cabin (except Basic Economy)
 - Preferred/Economy Plus: \$10–\$150
 - Upgrades: \$100–\$500 or miles + co-pay

3. Passenger Info Updates

- **Minor Typos:** Free with ID
- **Legal Changes:** Free with documents (marriage, divorce)
- **Contact Info:** Can be updated online
- **Name Transfers:** Usually not allowed (exceptions: \$50–\$200 + fare difference)

4. Adding Services

- **Baggage:**
 - 1st bag: \$30–\$50
 - 2nd bag: \$40–\$100
 - Free for premium cabin (up to 70 lbs)
- **Wi-Fi:** \$8–\$25
- **Special Services:** Free with 48-hour notice (wheelchair, dietary needs)

5. Cancellations/Rebooking

- **Basic Economy:** No cancellations
- **Other Tickets:** \$99–\$200 (unless refundable)
- **Award Tickets:** \$99–\$200 redeposit fee
- **Travel Credits:** Issued for canceled non-refundable tickets

Contact the help desk at [\[G\]+1 \(866\)658-5895\[G\]](tel:+18666585895) for fee clarification.

Important Considerations

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- **Basic Economy:** Limited flexibility
 - **MileagePlus Premier:** Free seat selection, waived fees, upgrade priority
 - **Group Bookings:** Require agent support
 - **Codeshare Flights:** May need help desk intervention
 - **Travel Waivers:** Check during disruptions
 - **Accessibility Needs:** Request 48 hours in advance
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Common Issues and Quick Fixes

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- **Need to change a flight?** Use the online tool or call
 - **Can't select a seat?** Contact support for more inventory
 - **Fixing a name?** Free minor corrections; call for legal changes
 - **Basic Economy limits?** Consider upgrading to Economy
 - **Want an upgrade?** Use the tool or call to check availability
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Tips to Make Managing Easier

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- **Book Flexible Fares** to avoid penalties
 - **Use the United App** for real-time changes
 - **Make Changes Early** to improve availability
 - **Use MileagePlus Benefits** for perks and waived fees
 - **Check Back Often** for seat availability or flight updates
 - **Have ID Ready** when requesting name updates
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Frequently Asked Questions

[G]+1 (866)658-5895[G]

- **Can I change my flight online?**
Yes, for most fare types. Fees may apply. Confirm at [G]+1 (866)658-5895[G].
 - **How do I select seats?**
Use the tool or call. Fees may apply to Basic Economy.
 - **Can I cancel my booking?**
Yes, if eligible. Refunds vary by fare. Check with support.
 - **Can I correct a name?**
Minor corrections are free. Legal changes require documentation.
 - **What about partner airline bookings?**
These often need direct assistance—call the help desk.
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Conclusion

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Managing your United Airlines booking is simple with the **Manage Reservations** tool, where you can modify flights, change seats, and add services. For complex cases—like Basic Economy or legal name changes—reach out via phone at [G]+1 (866)658-5895[G], airport counters, or live chat. Be aware of fees (\$99–\$200 for changes, \$10–\$150 for seats) and

plan ahead to avoid surprises. Use flexible tickets, act early, and contact support to ensure a smooth experience.