Requested items and Hotel window

It is possible to add **Requested handling items** on ADEP/ADES, and **Hotel details** information on **ADES only** by clicking on icon in HANDLING section of OPS checklist. Examplary window for **Requested items at ADES** is presented in the screenshot.

Default Items on Departure/Arrival as well as **HOTAC information** can be added in Handling requests section of Leon, which then will populate here automatically. If there are some extra items required, they can be typed in directly in the Request window.

Requesting Hotel via handling function is optional and available at ADES only. If this checkbox is ticked Handling Request email will include HOTAC details. If it is unticked - this part **will not** be included in Handling Request email.