



Airport Transfer Checklist (2026)

A practical checklist for stress-free airport transfers, pickups and drop-offs to and from Liverpool, Manchester, Leeds Bradford and Birmingham airports.

Before You Book

- ✓ Confirm your airport, date and flight time
- ✓ Allow buffer time for traffic and peak periods
- ✓ Choose the correct vehicle for passengers and luggage
- ✓ Add notes for accessibility needs or extra luggage
- ✓ Double-check pickup address and contact number

The Day Before Travel

- ✓ Re-check flight status and terminal
- ✓ Pack essentials separately (passport, medication, chargers)
- ✓ Set a ready time at least 10 minutes before pickup

Airport Drop-Offs

- ✓ Be ready early for your pickup
- ✓ Allow extra time during busy periods
- ✓ Follow airport signage for drop-off zones

Airport Pickups After Landing

- ✓ Keep your phone switched on after landing
- ✓ Message when you reach baggage reclaim
- ✓ Agree a clear meeting point with your driver

Picks Travel Ltd

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