

---

Subject:

Posted by [apolline2](#) on Tue, 18 Nov 2025 09:35:56 GMT

[View Forum Message](#) <> [Reply to Message](#)

---

customer care team will help you fix it quickly so you can travel stress-free. Entered the wrong name while booking your Southwest Airlines ticket? Don't panic -- it happens to thousands of travelers every day. Whether it's a small spelling mistake, swapped first and last name, or a missing middle initial, you can easily correct your passenger details by contacting Southwest

This quick guide explains everything about Southwest Airlines's name correction policy, how to request changes online or by phone, and what documents you might need.

Airways require your ticket name to exactly match your government-issued ID or passport. Even a minor mismatch can cause check-in issues or boarding delays. Southwest Airlines understands that typos happen, so it provides flexible name correction options for passengers.

you can speak directly with a Southwest Airlines representative who will guide you through the correction process in minutes.

You can correct your name through one of three convenient methods:

1. Call Southwest Airlines Customer Service (Fastest Option)

Agents are available 24 hours a day to handle:

- Spelling corrections (e.g., "Jonh" to "John")
- First or last name swaps
- Middle name additions or removals
- Typing or formatting mistakes

Provide your booking reference (PNR) and passport details, and the agent will make the update immediately. Most corrections are completed within minutes if the ticket is still active and valid.

2. Use the "Manage Booking" Tool Online

If the name error is minor, you might be able to fix it directly on the Southwest Airlines website:

- Go to Website
- Click Manage My Booking
- Enter your last name and booking reference
- Review your details and select the "Edit Passenger Name" option (if available)
- Confirm the correction and save the changes

For major name changes (like replacing the traveler entirely), the system will not allow editing --

3. Visit the Airport Ticket Counter

If your departure is near and you can't access your booking online, visit the Southwest Airlines counter at the airport. Bring your passport and original e-ticket. The airline representative will verify your identity and process the correction.

Southwest Airlines distinguishes between minor corrections (typos or small errors) and major changes (replacing one traveler with another).

Minor Corrections:

- Allowed for up to 3 characters in first or last name.

- Usually free or charged a minimal service fee.
- No reissuance of the ticket required.

Major Changes:

- Not permitted for transferring a ticket to another person.
- The traveler must cancel and rebook under the correct name.
- Change fees or fare differences may apply.

1-866-284-3022 -- agents can confirm eligibility based on your fare type and route.

When requesting a correction, Southwest Airlines may ask for proof of your correct name.

Commonly accepted documents include:

- A valid passport or government-issued ID
- Marriage certificate (if changing last name after marriage)
- Legal name change certificate (for official updates)

1-866-284-3022 to avoid delays.

Minor spelling corrections are usually processed immediately when done through Southwest

For more complex updates, it may take up to 24 hours to receive a new e-ticket by email.

trained agents who can help with:

- Ticket reissues and corrections
- Fare rules and rebooking questions
- Same-day flight adjustments
- Refund or travel credit requests
- Verification of documentation

Instead of waiting for email responses, calling ensures instant guidance and faster confirmation of your updated ticket.

- Double-check your passport spelling before making the correction.
- Contact Southwest Airlines as soon as you notice an error -- especially before online check-in opens.
- Keep your booking number ready when calling.
- Some changes may require ticket revalidation or payment of service fees.
- Always confirm you've received your updated e-ticket before heading to the airport.

1. Can I change my first or last name on a Southwest Airlines ticket?

the Southwest Airlines ticket counter. Minor corrections are usually approved quickly.

2. How much does Southwest Airlines charge for name corrections?

Small corrections (13 letters) are often free. Major changes or complete name replacements may require rebooking and paying a fare difference.

3. Can I transfer my Southwest Airlines ticket to another person?

No. Southwest Airlines does not allow ticket transfers between passengers. The ticket must be canceled and reissued in the correct person's name.

4. How long does it take to fix a name on a Southwest Airlines booking?

Most minor name errors are corrected instantly. Larger changes may take up to 24 hours. You

5. What documents do I need for a Southwest Airlines name change?

A passport, government-issued ID, or legal proof of name change may be required depending on the correction type.

1-866-284-3022 right away -- Southwest Airlines's 24/7 customer care team will help you fix it quickly so you can travel stress-free.

---