

# **AUTOMATED EXCHANGES**

#### **User Guide**

Version 4.0 (2022-03-07)

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### AUTOMATED EXCHANGES 근 ?

고객의 요청에 의한 자발적 변경에 대해 추가 항공 요금, 추가 Tax 그리고 항공사의 재발행 수수료를 자동으로 계산해 주는 유료 상품으로 여행사에서 재발행시 쉽고 빠르게 재발행을 할 수 있도록 지원합니다.

항공사가 ATPCO 나 SITA 를 통해 Filing 한 운임 중 Category 31 번 (Voluntary Change) 규정이 있는 운임에 대한 고객의 자발적 변경 (Voluntary change)에 대해 이용 가능합니다.

### FEATURES (기능소개)

- ① Travelport 의 Automated Exchanges 상품에 가입된 항공사
- ② 재발행 하려는 운임이 Category 31 번 (Voluntary Change) 규정이 있는 경우
- ③ 재발행 하려는 여정의 이티켓 상태 코드가 "OPEN" 혹은 "ARPT"의 사용 가능한 상태
- ④ Public 과 Private Fare 가능
- ⑤ IT(Inclusive Tour ticket), BT (Bulk Ticket) 가능
- ⑥ 하나 혹은 여러 항공사의 (공동운항 포함) 여정에 대해 가능
- ⑦ 4개의 PTC (Passenger Type Codes) 까지 가능
- ⑧ 전체, 리턴 재발행 가능
- ⑨ Infant 와 보호자 비동반 소아 (Unaccompanied Minors) 가능
- ⑩ 최대 9명 승객까지 가능
- ① 동일한 PTC 혹은 다른 PTC 의 여러 승객에 대해 한 Transaction 에 가능
- 12 최대 16개 여정까지 가능

### 설치하기

Smartpoint 를 종료 후 아래의 링크된 설치 파일 실행 시 설치가 완료 됩니다.

#### ※ 설치 파일 실행하기 <u>☞클릭</u>

### 마스크창 실행방법

Smartpoint > 도구 아이콘 (<sup>1</sup>) 클릭 > Automated Exchanges 클릭 혹은 #RR 명령어 입력



### AUTOMATED EXCHANGES 화면 소개

♣ 1 단계 :재발행 방법 선택 ♣

	est Buy in same cabin O Pric	e as booked	O Price with no penal
Exclude E	conomy Unbundled Fares		
Passenger Inform	ation:		
111			
No passenge	r currently in booking file.		
Licket Number			VIEW ORIGINAL TICK
Passenger Desc	ription must match PTC on origina	al ticket	PARTICIPATING CARRIE
Description	ADT - Adult	~	Use PTC Only
No flights our	rently in booking file		
No flights cur	rently in booking file.		
No flights cur hange <u>F</u> ee	rently in booking file.	~	
No flights cur hange <u>F</u> ee ollection Metho alc <u>u</u> lated Fares:	rently in booking file. t:	~ ~	
No flights cur Change <u>F</u> ee Collection Metho Calc <u>u</u> lated Fares:	rently in booking file. d:	> >	
No flights cur Change <u>F</u> ee Collection Metho Calc <u>u</u> lated Fares: Public / Private Fa Search only for:	rently in booking file. d:	∼ ∽ Ps <u>e</u> udo	o: <u>A</u> ccount
No flights cur Change <u>F</u> ee Collection Metho Calc <u>u</u> lated Fares: Public / Private Fa Search only for: Public and Airl	rently in booking file. d: res: ine Private Selling Fares v	↓ ↓ Ps <u>e</u> udo 5J1E	o: <u>A</u> ccount
No flights cur hange <u>F</u> ee collection Metho alc <u>u</u> lated Fares: ublic / Private Fa <u>S</u> earch only for Public and Airl	rently in booking file. d: res: ine Private Selling Fares ~ : Exempt Taxe	Ps <u>e</u> udo 5J1E	o: <u>A</u> ccount
No flights cur Change <u>Fee</u> Collection Metho Calculated Fares: Public / Private Fa Search only for: Public and Airl Currency Override	rently in booking file. d: res: ine Private Selling Fares ~ : Exempt Taxe	✓ Pseudo 5J1E s:	o: <u>A</u> ccount ↓ ↓

▶ 항목 별 상세 설명은 다음페이지를 확인해 주세요.

rico ao bookad	e in same cabin	예약한 등급에서 기	가장 저렴한 이용가능한 제한된 요금계산			
rice as booked	nalty	예약된 서비스의 <u>-</u> 제한 없는 가장 저	요금계산 렴한 운임으로 요금계산			
xclude conomy Unbun	dled Fares	매우 제한적인 운영 "Price with no per 체크 시 해당 요금	임으로 고객이 구매하길 원하지 않을 수 % halty" 와 함께 사용할 수 없음 제외한 요금으로 요금계산			
Passenger Inform	ation:					
NAME CHOI/EUNM PARK/EUNJA	PASSENGER CODE IMS ADT EMISS CNN	E TICKET NUMBER 1809904207806 1809904207807				
Iicket Number	1809904207806		VIEW ORIGINAL TICKET			
Description	ADT - Adult	PARTICIPATING CARRIERS      Use PTC Only				
assenger Infori icket Number IEW ORIGINAL	nation	PNR 의 고객 이름, 전체 승객 자동 적 단, 고객이 분리 빌 재발행 할 티켓번 재발행 할 티켓번 Original Ticket 정	PTC, E-Ticket Number 용, 승객 선택 불가 권하여 항공사가 다른 티켓을 가지고 있 호 선택은 가능 호 보조회			
ARTICIPATING	CARRIERS	Automated Excha Original Ticket 에	Automated Exchanges 에 가입된 항공사 리스트 확인 시 클릭 Original Ticket 에 적용된 PTC			
	ASS DATE ROUTE	STATUS HK	TIME 9:55 AM - 12:20 PM			

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■ 재발행 수수료 징수 방법 선택 Collect As Tax TAX Code 로 재발행 수수료 징수, Tax Code 수동 입력

Collect As EMD-S	EMD-S 로 재발행 수수료 징수
	마스크창 실행 시 항공사의 셋팅으로 EMD-S 방법으로
	자동 적용될 수 있지만, 항공사와 재확인하고 진행
	만약, 해당 방법이 아닐 때 수정도 가능
Other	위의 두가지 방법 제외한 재발행 수수료 징수 시 선택
	(EX) Q charge 방식으로 수수료 징수할 경우 선택

선택 시, 수수료가 화면에만 표시되며 재발행 시 적용 되어 처리되지 않으니 주의필요

G Calculated Fares:		~			
6 Public / Private Fares: Search only for:			Ps <u>e</u> udo:	Account	
Public and Airline	Private Selling Fares	$\sim$	SJ1E 🗸	~	
Currency Override:	Exemp	t Taxes:			
Currency Code:	Tax1:		2: 3:	4:	
8 BEFRESH	9	DATINUE		CANCEL	
<ul> <li>Calculate Fares</li> <li>Public/ Private Fares</li> </ul>	여행사에서 항공사로 - Discount An - Discount Wi - Increase Far 이전 발권한 티켓에 주 - Public Fares - Public And A - Airline Priva	부터 특별한 nount Befor th Percent d e By Flat Ar 적용된 요금 Only Airline Priva te Selling Fa 적용	: 요금을 받은 경우 e Tax (FA) (RP) nount (IF) 으로 아래 내용 중 te Selling Fares ares Only	아래의 3 가지 옵션 선 자동 선택	택 가능
··	Account Account	Code 작용	요금의 경우 입력	필요	
<ul> <li>Currency Override</li> </ul>	통화 단위 Override /	시 기재, But	한국 시장에서는 [	기적용	
<ul> <li>Exempt Taxes</li> </ul>	Tax 면제 적용시 Tax (	Code 기재			
REFRESH / CONTINUE	CANCEL 새로고침/	/ 다음단계로	L 진행/ 취소		

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	Old	New					
Total Base /	ADT KRW 360000 CNN KRW 270000	ADT KRW 360000 CNN KRW 270000	^	Total Add-Collect:	KRW NOADC		
EQV Fare:		~	Ŷ	Change Fee: Taxes on Change Fee: Total Change Fee:	KRW 0 KRW 0 KRW 0		
Tax:	ADT KRW 88300 CNN KRW 77100	ADT KRW 88300 CNN KRW 77100	^	Change Fee Collection Method:	COLLECT AS TAX		
		~	~	PCC/Account Code:	SJ1E		
		MODIFY TAXES		Rebook Segments:			
Priced As:	BOOKED	Waiver Applied:					
Baggage	BAGGAGE ALLOWANCE ADT KE ICNNRT 1PC BAG 1 - NO FEE UPTO50LB/23KG AND UPTO62LI/158LCM BAG 2 - 70000 KRW UPTO50LB/23KG AND UPTO62LI/158LCM VIEWTRIP.TRAVELPORT.COM/BAGGAGEPOLICY/KE KE NRTICN 1PC BAG 1 - NO FFE UPTO50LB/23KG AND UPTO62LI/158LCM						
Allowance:	VIEWTRIP.TRAVELPORT.COM/E KE NRTICN 1PC BAG 1 - NO FFF UPTO501B/2	3KG AND UPTO6211/158LCM					

#### ♣ 2 단계 : Automated Exchanges 결과 확인 ♣

-계산된 결과가 맞는지 재확인 필요

-Receive From 에 P (Passenger) 입력 후 "CONTINUE" 클릭하여 다음단계로 이동

### ♣ 3 단계 : TMU 사항 입력 ♣

Automated Exchange	mation	$\times$	
	Please procee	d for Exchange	
Ticketing Modifiers:			
	ISSUE NOW	ISSUE LATER	

- Commission, Tourcode, Endorsement 입력
- 자동운임 적용 시 Tourcode 와 Endorsement 입력되는 경우는 입력필요 없음

#### 🜲 4 단계 : 최종 확인 후 발권 🐥

tomated Exchanges - Even Exchange	5
xchange Screen Information:	
*EX **TICKET FOR**: CHOI/EUNMIMS PSGR 1/1	
NEW FARE: EUR 503.00 EQUIV: KRW 678600	
TX1: 0 TX2: 0 TX3: 0 TX4: 0	
*EXCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS	
·05799042078104 ·. ·	
COUPONS FOR TKT1:-12 TKT2: TKT3: TKT4:	
TTL VALUE: KRW678600 BSR: ORIG FOP: S	
*ORIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE	
·	
PAID TAXES	
T1 ·28000BP T2 ·27100FR T3 ·6100IZ T4 ·4100·O4	
T5 ·40000·QX T6 ·35200·YQ T7 ·270000·YR T8 ·	
T9 ·	
T13·	
T17·	
U.S. PSGR FACILITY CHARGES	
APT1 ········. APT2 ······ APT3 ····· APT4 ········	
JNIGTOR. 3	
CONTINUE CANCEL	

- Origin FOP 자동적용
- 위의 화면 재확인 후 "COINTINUE" 클릭





### 재발행 추가 금액 결제를 카드로 결제 시

#### ① 1 단계에서 2 단계 진행하여 추가 결제 요금을 확인

Automated	Exchanges - Results						$\sim$
	Old		New				
	ADT KRW 312700		ADT KRW 368500		Total Add-Collect:	KRW 55800	
Total Base / EQV Fare:		v		v	Change Fee: Taxes on Change Fee: Total Change Fee:	KRW 0 KRW 0 KRW 0	
Tax:	ADT KRW 58000		ADT KRW 58000	A	Change Fee Collection Method:	COLLECT AS TAX	
		W		v	PCC/Account Code:	5J1E	
					Rebook Segments:		
Priced As:	BOOKED		Waiver Applied:				
Baggage Allowance:	BAGGAGE ALLOWANCE ADT KE ICNNRT 1PC BAG 1 - NO FEE UPTOSOLI BAG 2 - 70000 KRW UPTC VIEWTRIP.TRAVELPORT.COM	8/23KG AND UPT 550LB/23KG AND M/BAGGAGEPOLI	O62LI/158LCM UPTO62LI/158LCM CY/KE				]
Receive From:							
🙁 k	Geep Window on Top				DETAIL	CAN	CEL

② 금액 확인 후 Easy Ticket > 승인만 메뉴에서 승인

🌲 Easy Ticket	v1.067					÷		$\times$
요금입력/수정	신용카드 TA	F 현금영수증	환경설정	도움말				
요금수정		권 카드발권	) 카드+현금	TASF	· · · · · · · · · · · · · · · · · · ·	 현금영4	<b>≻중</b> 키스	<b>1</b> 동제크
- 카드 정보	입력			그램 정보				-
항공사 크								
카드번	·호 <b>37000000</b>	000028						
유효기	1간 3 🕶 월	2026 💌 년						
할부가	월 일시불 💌				~			
카드금	액 <b>55,800</b>				Galileo	>		
승인번	<u>ع</u>				es Travelpo	n		
	E #	효성체크제외						
1666	ARS 3952	응인받기 -		Ga	lileo EZ Ti	icket		
<b>4</b> ₹		▶ 카드+현금			닫기			

-항공사, 카드번호, 유효기간, 할부유무선택, 금액 입력 > 승인받기 클릭

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	Old		New				
Total Base / EQV Fare:	ADT KRW 312700	*	ADT KRW 368500	4 V	Total Add-Collect: Change Fee: Taxes on Change Fee:	KRW 55800 KRW 0 KRW 0	
Tax:	ADT KRW 58000	*	ADT KRW 58000		Change Fee Collection Method: PCC/Account Code:	COLLECT AS TAX	
Priced As:	2001/22				Rebook Segments:		
Baggage Allowance:	BUGKED BAGGAGE ALLOWANCE ADT KE ICNNRT 1PC BAG 1 - NO FEE UPTOSOLB, BAG 2 - 70000 KRW UPTOS VIEWTRIP.TRAVELPORT.COM CARRY ON ALLOWANCE						
Receive From	: p						

#### ③ Received From 에 "P" 입력> CONTINUE 클릭

#### ④ 3 단계 TMU 사항에 입력 후 "ISSUE NOW" 혹은 "ISSUE LATER" 클릭

Automated E	Exchange	s - Results						×
		Old		New				
Total Base / EQV Fare:	ADT KRW 312700		*	ADT KRW 368500		Total Add-Collect: Change Fee: Taxes on Change Fee:	KRW 55800	
	ADT KRV	V 58000		ADT KRW 58000	A	Total Change Fee:	KRVV 0	
Tax:		Automated Exchange	ges - Excha	nge Issue Confirmation			T AS TAX	
		Ticketing Modifiers:		Please proceed for Exch	nange			
Priced As:	BOOKED	Z0/EBNONENDS						1
Baggage Allowance:	KE ICI BAG BAG VIEW	TRIP.TRAVELPORT.COM/E	ISSU AGGAGEPOLI	E NOW	ISSUE <u>L</u> ATER			ł.
	CARRY	N ALLOWANCE						
Receive From:	P							
C Ke	eep Windo	w on Top			CONTINUE	DETAIL		CA <u>N</u> CEL



#### ⑤ 결제 할 카드정보 입력

#### <mark>※ 전체 카드결제 ※</mark>

Form of payment 1 선택 > Credit Card 선택 >

#### Easy Ticket 에서 승인 받은 카드코드/번호/유효기간/ 승인번호 8 자리 입력 >CONTINUE 클릭

TOTAL ADD Use Original FOP Form of Payment 1	COLLECT KRW	55800	
Credit Card 🗸	Amount	55800	
Card Type Card Number	Expiry Date:	MM YY	Authorization
AX 3700000000028		12 26	26985698
Form of Payment 2			
None Selected V	Amount		
Form of Payment 3			
None Selected V	Amount		
Total to be collected:	55800		
Amount Collected:	55800		
	TOTAL ADD Use Original FOP Form of Payment 1 Credit Card Card Type Card Number AX 3700000000028 Form of Payment 2 None Selected Form of Payment 3 None Selected Total to be collected: Amount Collected:	TOTAL ADD COLLECT       KRW         Use Original FOP       Form of Payment 1         Credit Card       Amount         Card Type       Card Number         Expiry Date:       AX         3700000000028       Form of Payment 2        None Selected       Amount         Form of Payment 3       Amount         Form of Payment 3       Amount         Total to be collected:       55800         Amount Collected:       55800	TOTAL ADD COLLECT       KRW 55800         Use Original FOP       Form of Payment 1         Credit Card       Amount       55800         Card Type       Card Number       Expiry Date:       MM       YY         AX       3700000000028       12       26         Form of Payment 2

#### <mark>※ 카드+현금 결제 ※</mark>

#### Form of Payment 1 은 카드 정보와 결제금액, Form of Payment 2 는 현금선택과 결제 금액 입력 >CONTINUE 클릭

change Screen Information:				
	TOTAL ADI	D COLLECT KRW	55800	카드결기
*EX **TICKET FOR**: CHOI/EUNIMIMS PSGR 1/ 1 NEW FARE: KRW 368500 EQUIV: TX1: 0 TX2: 0 TX3: 0 TX4: 0 *EXCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS -18099043934020	Form of Payment 1 Credit Card Card Type Card Number AX 37000000000028	Amount Expiry Date:	50000 MM YY 12 26	Authorization 58965887
*ORIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE 	Form of Payment 2 Cash ~	Amount	5800	현금결제
13	Form of Payment 3 None Selected	Amount		
ORIG FOP: S	Total to be collected: Amount Collected: Difference Remaining:	55800 55800 0		

#### ⑥ TICKET MODIFIERS UPDATED 화면 후 "OK" 클릭 시 재발행 진행





### **CASE 1. NO ADDITIONAL**

1. PNR 조회

Z9FD4L/82	SELNH	N302820 AG	9999	9992 30	JUL		
1. KE 7	03 E 22N	OV ICNNRT	HK1	0955	1220	0*	МО
2. KE 7	04 E 27N	IOV NRTICN	HK1	1400	1650	0*	SA

#### 2. 항공사 재발행 수수료 규정 확인



#### 3. Automated Exchanges 실행

♣1 단계 : 재발행 방법 선택 ♣

utomated Exchanges - Exchange	_×_
Price as Best Buy in same cabin  Price as b Exclude Economy Unbundled Fares	O Price with no penalty
assenger Information:	
NAME PASSENGER CODE TICKET NU CHOI/EUNMIMS ADT 18099041	UMBER 09396
Ticket Number 1809904109396	VIEW ORIGINAL TICKET
Passenger Description must match PTC on original ticke	PARTICIPATING CARRIERS
Description ADT - Adult	Use PTC Only
Image: Construction     Image: Construction       Ima	9:55 AM - 12:20 PM 2:00 PM - 4:50 PM
hange Fee Collect As TAX V	Enter Tax Code: OD
hange Fee Collect As TAX Collect As	Enter Tax Code: OD
hange Fee Collect As TAX ✓ ollection Method: Collect As TAX ✓ alculated Fares: ✓ ublic / Private Fares: Search only for:	Pseudo: Account
hange Fee Collect As TAX ollection Method: Collect As TAX alculated Fares: ublic / Private Fares: Search only for: Public Fares only	Pseudo: Account 5J1E V
hange Fee ollection Method: Collect As TAX alculated Fares: ublic / Private Fares: Search only for: Public Fares only urrency Override: Exempt Taxes:	Pseudo: Account 5J1E V V
hange Fee Collect As TAX V ollection Method: Collect As TAX V alculated Fares: V ublic / Private Fares: Search only for: Public Fares only V urrency Override: Exempt Taxes: Currency Code: Tax1:	Enter Tax Code:         OD           Pseudo:         Account           5J1E         ✓           2:         3:         4:
hange Fee ollection Method: Collect As TAX alculated Fares: ublic / Private Fares: Search only for: Public Fares only urrency Override: Exempt Taxes: Currency Code: Tax1: Currency Code: Continue	Enter Tax Code:         OD           Pseudo:         Account           5J1E         ✓           2:         3:         4:           CANCEL         CANCEL
hange Fee Collect As TAX ollection Method: Collect As TAX alculated Fares: ublic / Private Fares: Search only for: Public Fares only urrency Override: Exempt Taxes: Currency Code: Tax1: REFRESH CONTINUE	Enter Tax Code:         OD           Pseudo:         Account           5J1E         ✓           2:         3:         4:           CANCEL
hange Fee Collect As TAX V ollection Method: Collect As TAX V slculated Fares: Jublic / Private Fares: Search only for: Public Fares only V urrency Override: Exempt Taxes: Currency Code: Tax1: REFRESH CONTINUE Price as booked	Enter Tax Code:       OD         Pseudo:       Account         5JTE       ····································
hange Fee ollection Method: Collect As TAX alculated Fares: ublic / Private Fares: Search only for: Public Fares only urrency Override: Exempt Taxes: Currency Code: Tax1: REFRESH CONTINUE	Enter Tax Code: OD Pseudo: Account 5JTE · · · 2: 3: 4: CANCEL 예약된 일정으로 요금 계산 선택 수수료 징수방법 "Collect As Tax" 선택 > Tax (



#### 🐥 2 단계 : 자동 계산된 결과 확인 🐥

Automated	Exchanges - Results					$\times$
	Old	New				
	ADT KRW 360000	ADT KRW 360000	~	Total Add-Collect:	KRW NOADC	
Total Base / EQV Fare:		~	~	Change Fee: Taxes on Change Fee: Total Change Fee:	KRW 0 KRW 0	
Tax:	ADT KRW 78600	ADT KRW 78600	^	Change Fee Collection Method:	COLLECT AS TAX	
		v.	~	PCC/Account Code:	5J1E	
		MODIFY TAXES		Rebook Segments:		
Priced As:	BOOKED	Waiver Applied:				
Baggage Allowance:	BAGGAGE ALLOWANCE ADT KE ICNNRT 1PC BAG 1 - NO FEE UPTOSOLE BAG 2 - 70000 KRW UPTO VIEWTRIP.TRAVELPORT.COM KE NRTICN 1PC BAG 1 - NO FFE UPTOSOLF	/23KG AND UPTO62LI/158LCM S0L8/23KG AND UPTO62LI/158LCM /BAGGAGEPOLICY/KE /23KG AND UPTO62LI/158LCM				
Receive From:	P					
	Keep Window on Top			DETAIL	CANCE	1.5

- Total Add-Collected : NOADC
- Received From 에 "P(Passenger) 입력 > 자동 계산된 결과 재확인 후 "CONTINUE" 클릭

#### ♣ 3 단계 : TMU 사항 입력 ♣

Automated Exchanges	utomated Exchanges - Exchange Issue Confirmation		×
	Please proce	ed for Exchange	
Ticketing Modifiers:			
	ISSUE NOW	ISSUE LATER	

#### <추가할 TMU 사항 기재의 예시>

utomated Exchanges - Exchange Issue Confirmation	
Please proceed for Exchange	
Ticketing Modifiers:	
Z0/EBAUTOMATED EXCHANGES	
ISSUE <u>N</u> OW	LATER

- Commission, Tourcode, Endorsement 등 필요한 TMU 사항 입력
- ISSUE NOW : 즉시 발행 시 클릭
- ISSUE LATER : 추 후 발행 시 클릭

🐥 4 단계 : 최종확인 후 발권 🐥

tomated Exchanges - Even Exchange	>
Exchange Screen Information:	
*EX **TICKET FOR**: CHOI/EUNMIMS PSGR 1/1	
NEW FARE: KRW 360000 EQUIV:	
TX1: 0 TX2: 0 TX3: 0 TX4: 0	
*EXCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS	
·18099041093976 ·. ·	
COUPONS FOR TKT1:-12 TKT2: TKT3: TKT4:	
TTL VALUE: KRW360000 BSR: ORIG FOP: .S	
*ORIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE	
·	
Concerns where a second s	
PAID TAXES	
T1 ·28000BP T2 ·5600·OI T3 ·22300·SW T4 ·10500·TK	
T5 ·21600·YR T6 · T7 ·	
T9 ·	
T13·	
T17·	
U.S. PSGR FACILITY CHARGES	
APT1 Sustain APT2 Sustain APT3 Sustain APT4 Sustain S	
URIG FUP: 5	
CONTINUE CANCEL	

- Origin FOP 에 현금이면 S, 카드면 카드 정보 자동으로 적용
- 재확인 후 "CONTINUE" 클릭



4. PNR 재확인

2NTR3F/82 SELNH N3 1 ICHOT/EUNMITHS	02820 AG 99999992 (	02AUG	
1. KE 703 E 22NOV	ICNNRT HK1 0955	1220 0*	E MO
2. KE 704 E 27NOV	NRTICN HK1 1400	1650 0*	E SA
DOCI-FREE TEXT-ADT	KRWØ CHANGE FEE		

-"DOCI (Document Itinerary Field)"에 Automated Exchanges 를 이용한 재발행 내용 업데이트 됨

## 6

### CASE 2. PENALTY-TAX 로 징수

#### 1. PNR 조회

N4GHMR/82 SELNH	N302820 AG 999	99992 Ø3AUG		
1. CI 160 ⊤ 09	NOV TPEICN HK1	0750 1115	0*	E TU
2. CI 161 ⊺ 16	NOV ICNTPE HK1	1225 1410	0*	E TU

#### 2. 항공사 재발행 수수료 규정 확인



#### 3. Automated Exchanges 실행

♣1 단계 : 재발행 방법 선택 ♣

utomated	Exchan	ges - Excl	hange				>
	e as Best ude Econ	Buy in same omy Unbur	cabin dled Fares	Price as	booked	O Price wi	th no penalty
Passenger In	formatio	n:					
NAME	UNMIMS	PASSEN ADT	GER CODE	TICKET N 2979904	NUMBER 109399		
Ticket Nun Passenger	nber 29 Descripti	7990410939 on must ma	99 atch PTC on	original tick	ket		RIGINAL TICKET
Descriptio	n AE	DT - Adult			~	Use PTC	Only
FLIGHT CI 160 CI 161	CLASS T T	DATE 09NOV 16NOV	ROUTE TPEICN ICNTPE	STATUS HK HK		TIME 7:50 AM - 11: 12:25 PM - 2:	15 AM 10 PM
Change Fee Collection M	ethod:	Collect As	TAX	Ý	. E	nter Tax Code:	OD
Calculated Fi Public / Priva Search onl Public Far	ares: te Fares; y for: res only erride:		Fyem	v nt Taxes:	Pseud 5J1E	o: /	Account
Currency C	ode:		Tax	1:	2:	3:	4:
-				1	Ë.		10

-Change Fee Collection Method 를 Collect As Tax 선택> Tax Code 항공사 정책에 맞도록 입력

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#### 🐥 2 단계 : 자동 계산된 결과 확인 🐥

	Old	New		
	ADT TWD 22100 /EQV: KRW 912600	ADT TWD 22100 /EQV: KRW 912600	Total Add-Collect:	KRW 41300
tal Base / 2V Fare:		~	Change Fee: Taxes on Change Fee: Total Change Fee:	KRW 41300 KRW 0 KRW 41300
x:	ADT KRW 94900	ADT KRW 136200	Change Fee Collection Method:	COLLECT AS TAX
		v.	PCC/Account Code:	5J1E
		MODIFY TAXES	Rebook Segments:	14
iced As:	BOOKED	Waiver Applied:		
ggage lowance:	BAGGAGE ALLOWANCE ADT CI TPEICN 30K 1 CHGS MAY APPLY IF BAGS EXCEED 2 CHGS MAY APPLY IF BAGS EXCEED VIEWTRIP.TRAVELPORT.COM/BAGGAC CI ICNTPE 30K 1 CHGS MAY APPLY IF BAGS EXCEFD	ITL WT ALLOWANCE ITL WT ALLOWANCE SEPOLICY/CI ITL WT ALLOWANCE		
eceive From:	P			

- Total Add-Collect : 항공사 수수료 자동 계산
- Change fee Collection Method : 1 단계에서 생성한 항공사의 수수료 징수 방법
- Received From 에 "P (Passenger) 입력 > 자동 계산된 결과 재확인 후 "CONTINUE" 클릭

#### ♣ 3 단계 : TMU 사항 입력 ♣

Automated Exchanges -	Exchange Issue Conf	irmation	×
	Please proc	eed for Exchange	
Ticketing Modifiers:			
	ISSUE <u>N</u> OW	ISSUE LATER	

#### <추가할 TMU 사항 기재의 예시>

Automated Exchanges - Exchange Issue Confirmation					
	Please proceed for Exchange				
Ticketing N	Modifiers:				
ZO					
	ISSUE NOW ISSUE LATER				
-	Commission, Tourcode, Endorsement 등 필요한 TMU 사항 '	입력			
-	ISSUE NOW : 즉시 발행 시 클릭				

- ISSUE LATER : 추 후 발행 시 클릭



#### 🐥 4 단계 : 최종확인 후 발권 🐥

*EX **TICKET FOR**: CHOI/EUNMIMS       PSGR. 1/.1         NEW FARE: TWD       22100         YEX.CH 710KET NUMBER       O TX4: 0         *EX.CH 710KET NUMBER       O TX4: 0         *EX.CH 710KET NUMBER THRU TICKET NUMBER NO. CPNS .29799041093990	change Screen Information:			
*EX **TICKET FOR**: CHOI/EUNMIMS       PSGR. 1/ 1         NEW FARE: TWD       22100       EOUIV:-KRW       912600         TX1:       413000D       TX2:       0         *EX.CH TICKET NUMBER THRU TICKET NUMBER NO. CPNS       .20       .20         .20 COUPONS FOR TK1:-12.       TKT2:		TOTAL	ADD COLLECT	W 41300
NEW FARE: TWD       22100 EQUIV:KRW 912600.       Form of Payment 1         TX1: 413000E TX2: 0 TX3: 0 TX4: 0       *         *EXCH TICKET: TICKET NUMBER THRU TICKET NUMBER NO. CPNS :20790041093990	*EX **TICKET EQR*** CHOI/EUNMIMS PSGR 1/1	Use Original FOP		
TX1:       413000D       TX2:       0       TX3:       0       TX3:	NEW FARE: TWD 22100 EQUIV: KRW 912600	Form of Payment 1		
*EXCH TICKET *: TICKET NUMBER THRU TICKET NUMBER NO. CPNS .29799041093990 20       -20         :20UPONS FOR TK11-12 TK12: TK13: TK14:	TX1: 413000D TX2: 0 TX3: 0 TX4: 0	and the second se	Amount	41200
TTL VALUE:-KRV912600 BSR: OR(G FOP: S	*EXCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS .29799041093990	Cash	Allount	41500
PAID TAXES       Amount         F1 / 28000BP T2 .20700TW T3 .34600YQ T4 .11600YR       Amount         F5	TTL VALUE:-KRW912600 BSR: ORIG FOP:-S *ORIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE 	Form of Payment 2		
19 ·······	PAID TAXES 11 -28000BP T2 -20700TW T3 -34600YQ T4 -11600YR 15T6	None Selected	✓ Amount	
U.S. PSGR FACILITY CHARGES APT1 APT2 APT3 APT4	19 •	Form of Payment 3		
ORIG FOP: S Total to be collected: 41300 Amount Collected: 41300 Difference Remaining: 0	U.S. PSGR FACILITY CHARGES APT1	None Selected	Amount	
ORIG FOP: S Amount Collected: 41300 Difference Remaining: 0		Total to be collected:	41300	
Difference Remaining: 0	ORIG FOP: S	Amount Collected:	<mark>4</mark> 1300	
		Difference Remaining:	0	

- Origin FOP 에 현금이면 S, 카드면 카드 정보 자동 적용
- 만약 추가 금액 지불 수단을 Original FOP 에서 변경을 원하면
   "Use Original FOP" 앞에 체크박스를 해제 시 아래와 같이 지불수단 선택 가능

xchange Screen Information:			
	TOTAL ADD C	OLLECT KR	W 41300
*EX **TICKET FOR**: CHOI/EUNMIMS PSGR 1/ 1 NEW FARE: TWD 22100 EQUIV:-KRW 912600 TX1: 413000D TX2: 0 TX3: 0 TX4: 0 *EXCH TICKET *: TICKET NUMBER THRU TICKET NUMBER NO. CPNS .29799041093990	Use Original FOP       Form of Payment 1       Cash       Cash       Credit Card       NONREFIFree Text)       F MS/Free Text)       Government Requisition       Invoice Number/Free Text)	Amount	41300
- 재 확인 후 "CONTINUE" 클	t릭		
utomated Exchanges 🛛 🗙			
- "OK" 클릭 시 재발행 완형	7		

4. PNR 재확인

N4GHMR/	82 SELI	NH N36	02820 A	G 9999	99992 0	BAUG		
1.1CHC								
1. CI		09NOV		HK1	0750	1115	0*	TU
2. CI		16NOV		HK1	1225	1410	0*	TU
DOCI-FR	REE TEX	T-ADT I	(RW4130)	9 CHA	NGE FEE			

-"DOCI (Document Itinerary Field)"에 Automated Exchanges 를 이용한 재발행 내용 업데이트 됨

### CASE 3. PENALTY-EMD-S 로 징수

1. PNR 조회

020C46/82 SELN	H N302820 A0	G 99999992	18AUG		
1. BR 160 H	14NOV TPEICN	HK1 1515	1845	0*	SU
2. BR 159 H	26NOV ICNTPE	HK1 1945	2140	0*	FR

2. 항공사 재발행 수수료 규정 확인

16. PE	ENALTIES	5				
CHAN	IGES					
A	NY TIME					
	CHARGE	TWD	1000	FOR	REISSUE.	

3. Automated Exchanges 실행

♣1 단계 : 재발행 방법 선택 ♣

1241						10.5		
O Price	as Best Ide Econ	Buy in same omy Unbur	cabin ( Indled Fares	Price as	booked	O Pric	e with no penalty	
Passenger Inf	ormation	n:						
NAME	INMIMS	PASSEN(	SER CODE	TICKET 1 6959904	NUMBER 1207820			
<u>T</u> icket Num Passenger I	ber 69 Descripti	5990420782 on must ma	20 atch PTC on	original tic	ket	<u>v</u> iev <u>p</u> art	N ORIGINAL TICKET	
<u>D</u> escription	n AE	)T - Adult 🗸 🗸 🗸				Use PTC Only		
FLIGHT	CLASS H H	DATE 14NOV 26NOV	ROUTE TPEICN ICNTPE	STATUS HK HK		TIME 3:15 PM - 6 7:45 PM - 9	:45 PM :40 PM	
Change <u>F</u> ee Collection Me	ethod:	Collect As	EMD-S	~				
Calc <u>u</u> lated Fa	res:			v	•			
Dublic / Drivet	e Fares: for:				Ps <u>e</u> ud	lo:	Account	
Search only				$\sim$	5J1E	$\sim$	~	
Search only Public Fare	es only				1		L	
Search only Public Fare Currency Ove	es only rride:		Exemp	ot Taxes:	Act of the second secon		<u>li</u>	

- Change Fee Collection Method 의 Collect As EMD-S 는 항공사에 따라서 자동 적용 혹은 자동 적용 안될 때 항공사 정책에 맞춰서 선택

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Automated	Exchanges - Results				
	Old	New			
Intal Base /	ADT TWD 25400 /EQV: KRW 1064900	ADT TWD 25400 /EQV: KRV	V 1064900	Total Add-Collect:	KRW NOADC
QV Fare:		~	~	Change Fee: Taxes on Change Fee:	KRW 42000 KRW 0
				Total Change Fee:	KRW 42000
ax:	ADT KRW 107400	ADT KRW 107400	^	Change Fee Collection Method:	COLLECT AS EMD-S
		~	Y	PCC/Account Code:	5J1E
				Rebook Segments:	
Priced As:	BOOKED	Waiver Applied:			
laggage Allowance:	BAGGAGE ALLOWANCE ADT BR TPEICN 30K 1 CHGS MAY APPLY IF BAGS EXCEED 2 CHGS MAY APPLY IF BAGS EXCEED VIEWTRIP.TRAVELPORT.COM/BAGGA BR ICNTPE 30K 1 CHGS MAY APPLY IF BAGS EXCEED	TTL WT ALLOWANCE TTL WT ALLOWANCE SEPOLICY/BR TTI WT ALLOWANCE			
Receive From:				_	

#### 🐥 2 단계 : 자동 계산된 결과 확인 🐥

- Total Add-Collect : 항공사 수수료 자동 계산
- Change fee Collection Method : 1 단계에서 생성한 항공사의 수수료 징수 방법
- Received From 에 "P (Passenger) 입력 > 자동 계산된 결과 재확인 후 "CONTINUE" 클릭

#### ♣ 3 단계 : TMU 사항 입력 ♣

Aut	omated Exchanges	- Exchange Issue (	Confirmation			×
		Please	proceed for Exchar	ige		
Tick	eting Modifiers:					
Γ						
Ľ						
		ISSUE <u>N</u> OW		ISSUE LATER		
) 알	· TMU 사항 기	재의 예시>				
A	utomated Exchange	s - Exchange Issue	Confirmation			×
		Pleas	se proceed for Exch	ange		
Tie	cketing Modifiers:					
	70					
	20					
	Commission			피이히 자세	나라이려	1
-	Commission, I	ourcode, Ende	orsement 등	필요안 IMI	이 사양 입덕	
-	ISSUE NOW :	즉시 발행 시 클	클릭			
-	ISSUE LATER :	추 후 발행 시	클릭			

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#### 🐥 4 단계 : 최종확인 후 발권 🐥

*EX **TICKET FOR**: CHOI/EUNMIMS PSGR 1/1	
NEW FARE: TWD 25400 EQUIV: KRW 1064900	
TX1: 0 TX2: 0 TX3: 0 TX4: 0	
*EXCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS	
·69599042078204 ·. · ·02	
COUPONS FOR TKT1:-12 TKT2: TKT3: TKT4:	
TTL VALUE: KRW1064900 BSR: ORIG FOP: AX370000000000	
*ORIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE	
· TPE/TPE ·SEL ·18AUG21 ·9999999	
PAID TAXES	
T1 ·28000BP T2 ·21000TW T3 ·35000YQ T4 ·23400YR	
T5 ·	
T9 ·	
T13·	
T17·	
U.S. PSGR FACILITY CHARGES	
APT1 ·· APT2 ·· APT3 ·· APT4 ··	

- Origin FOP 에 현금이면 S, 카드면 카드 정보 자동으로 적용
- 재 확인 후 "CONTINUE" 클릭





#### ♣ 5 단계 : EMD-S 발행 ♣

issenger Detail			
NAME CHOI/EUNMIMS	PASSENGER CODE ADT	OLD TICKET NUMBER 6959904207820	NEW TICKET NUMBER 6959904207821
VC Segment Detail Name:	CHOI/EUNMIMS		PTC: ADT
Carrier:	BR		RFI Code: D
Departure	TPE	RF	I Sub Code: 98] V CODE LOOK
Date:	27NOV	Amount in Loca	al Currency: 42000
Date: EMD Type:	27NOV COLLECT FEES AND	Amount in Loca CHARGES	al Currency: 42000

- EMD-S 발행에 필요한 모든 항목 자동으로 적용
- EMD-S 발행 금액 및 내용 확인 후 "OK" 클릭

	Penalty	Fee Amount KRW 42000		
Name: Related Ticket Numb	CHOI/EUNMIMS er: 6959904207821	Orig FOP: AX370000000000 FOP Details:		
ax Code1:	Tax Amount1:	Use Original Credit Card FOP C Credit Card Card Type: Card Number:	Expiry Date: MM: YY:	Authorization Code:
COMM: 0	Amount     Percentage	Cheque/Check Cash OtherNONE SELECTE	:D	
		O None		
Host Command:	EMDI/SM3/IC69599042078	21/Z0/FS		

- EMD-S 발행 금액확인
- EMD-S 발행 시 적용될 커미션 Percentage 클릭> COMM 에 "0" 입력
- EMD-S 발행 지불수단 입력
- Host Command 재확인 후 "OK" 클릭





- EMD-S 발행 성공 화면
- "OK" 클릭 시 Service segment (SVC) 여정 삭제 혹은 유지에 대해 아래 화면 조회 "EXIT" 클릭하면 SVC 여정이 PNR 에 자동 추가

VC SEGMEN	IT DETAILS:							
SEG NO. 03	CARRIER BR	STATUS HI	DATE 27NOV	CITY TPE	RFI CODE/SUBCODE D/98J	EMD INFORMATION COLLECT FEES AND CHARG	ES/NM-1CHOI/EUNMIMS/6959991186940C1/42000/KRW	
		REF	RESH			DELETE	EXIT	

#### 4. PNR 재확인

(	9200	246/	2 SELI	ИН ИЗС	02820 AC	i 9999	99992	18AUG		
		BR		14NOV		HK1	1515	1845	0*	E SU
		BR		26NOV		HK1	1945	2140	0*	E FR
	з.	SVC	BR HI	1 TPE	27NOV-0	)/983,	COLLE	CT FEES	AND	CHARGES/NM-1CH
		OI/E	UNMIM	5/69599	99118694	0C1/4	42000/	KRW		
	DOCI	-FRE	EE TEX	T-ADT I	(RW42006	o cha	NGE FE	E		

- PNR 에 EMD-S 발행한 Service segment (SVC) 추가

-"DOCI (Document Itinerary Field)"에 Automated Exchanges 를 이용한 재발행 내용 업데이트 됨



### CASE 4. TAX 금액 추가

1. PNR 조회

01CYZT/82	SELNH	N302820 A	G 9999999	2 13AUG		
1. KE	26 ∪ 09F	EB SFOICN	HK1 233	0 *0530	0*	E WE/FR
2. KE	25 ∪ 24F	EB ICNSFO	HK1 202	0 1355	0*	E TH

#### 2. 항공사 재발행 수수료 규정 확인

16.	PENALTIES						
	CHANGES ANY TIME						
	CHANGES	PERMITTED	FOR	REISSUE.			

- 3. Automated Exchanges 실행
  - ♣1 단계 : 재발행 방법 선택 ♣

-	37	2007 BL	19-55		
O Pric	te as Be	st Buy in sam	e cabin (	Price as booked	<ul> <li>Price with no penalty</li> </ul>
	iude Ec	onomy Unbu	ndied Fares		
Passenger Ir	nformat	ion:			
NAME		PASSEN	GER CODE	TICKET NUMBER	
🛛 сноі/в	UNMIN	IS ADT		1809904207816	
Ticket Nu	mber	18099042078	16	ana matatati est	
Passenge	r Descri	ption must m	atch PTC on	original ticket	PARTICIPATING CARRIERS
Descriptio	on	ADT - Adult		~	Use PTC Only
FLIGHT	CLAS	S DATE	ROUTE	STATUS	TIME
KE 26	U	09FEB	SFOICN	нк	11:30 PM - 5:30 AM
Z KE 25	U	24FEB	ICNSFO	НК	8:20 PM - 1:55 PM
hange Fee ollection M	lethod	Collect A	s TAX	×	Enter Tax Code: OD
alculated F	ares:			~	
ub <mark>lic / Priva</mark>	ate Fare	es:			
Search on	ly for:			Pseud	do: Account
Public Fa	res only	y		✓ 5J1E	~ ~
urrency Ov	erride:		Exemp	ot Taxes:	
	Code		Tax1	: 2:	3: 4:
Currency	couc.		1.2566		

utomated	Exchanges - Results				
	Old	New			
tal Base /	ADT USD 855.00 /EQV: KRW 989100	ADT USD 855.00 /EQV: KRW 1006300	Total Add-Collect:	KRW 7700	
v rdre:		v	Taxes on Change Fee: Total Change Fee:	KRW 0 KRW 0 KRW 0	
c	ADT KRW 464500	ADT KRW 472200	Change Fee Collection Method:	COLLECT AS TAX	
		*	✓ PCC/Account Code:	5J1E	
		MODIFY TAXES	Rebook Segments:		
iced As:	BOOKED	Waiver Applied:			
	BAGGAGE ALLOWANCE ADT KE SFOICN 2PC				

- 재발행 수수료의 추가 금액이 아닌 Tax 금액 변동으로 Total Add-Collect 금액 확인 Tax Code 별 자세한 확인은 "MODIFY TAXES" 클릭하여 확인

s - Add/Ker	nove/Ignore I	axes		2
PASSENGER ADULT	DESCRIPTION			
	New Taxes:			
	Tax Code AY US XA XA XY YC YR	Amount 100 800 100 200 100 6400	Code: Amount: ADD	
Taxes				
to ignore <u>O</u> K	No	te: Untick N CA <u>N</u> CEL	ew Tax to Delete	
	PASSENGER ADULT	PASSENGER DESCRIPTION ADULT New Taxes: Tax Code AY US XA XY VC YR Faxes to ignore Not	PASSENGER DESCRIPTION ADULT New Taxes: Tax Code Amount AY 100 AY 100 AY 100 US 800 XA 100 XA 100 XY 200 XA 100 XY 200 YR 6400 Faxes to ignore Note : Untick N QK CANCEL	Add/Remove/Ignore Taxes  PASSENGER DESCRIPTION ADULT  New Taxes: Tax Code Amount AY 100 AY 100 AY 100 V US 800 XA 100 XA 100 XA 100 XY 200 XA 100 XY 200 YR 6400 Amount: Amount: ADD  Faxes to ignore Note : Untick New Tax to Delete  OK CANCEL

#### ♣ 3 단계 : TMU 사항 입력 ♣

Automated Exchange	itomated Exchanges - Exchange Issue Confirmation							
	Please procee	d for Exchange						
Ticketing Modifiers:								
	ISSUE <u>N</u> OW	ISSUE LATER						

#### <추가할 TMU 사항 기재의 예시>

Automated Exchanges -	Exchange Issue Confi	irmation	×
	Please proce	eed for Exchange	
Ticketing Modifiers:			
ZO			
L			
	ISSUE NOW	ISSUE LATER	

- Commission, Tourcode, Endorsement 등 필요한 TMU 사항 입력
- ISSUE NOW : 즉시 발행 시 클릭
- ISSUE LATER : 추 후 발행 시 클릭



#### 🐥 4 단계 : 최종확인 후 발권 🐥

xchange Screen Information:					
			OLLECT KR	W 7700	
*EX **TICKET FOR**: CHOI/EUNMIMS PSGR 1/ 1 NEW FARE: USD 855.00 EQUIV: KRW 1006300 TX1: 6400YR TX2: 100YC TX3: 200XY TX4: 1000XT	Use Original FOP				
*EXCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS .18099042078165	Cash	~	Amount	7700	
*ORIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE ·	Form of Payment 2				
· PAID TAXES T1 ·28000·BP T2 ·6500·AY T3 ·44200·US T4 ·4600·XA T5 ·8100XY T6 ·7000YC T7 ·2200YQ T8 ·358600YR T9 ·5300XF T10T11T12	None Selected	~	Amount		
T13	Form of Payment 3				
U.S. PSGR FACILITY CHARGES APT1 ·SFO·4.50. APT2 ·· APT3 ·· APT4 · ·	None Selected	~	Amount		12
	Total to be collected:	7	700		
ORIG FOP: AX370000000000	Amount Collected: Difference Remaining:	7	700 0		
				CONTINUE	CANCEL

- Origin FOP 에 현금이면 S, 카드면 카드 정보 자동으로 적용
- 재 확인 후 "CONTINUE" 클릭
- 만약 추가 금액 지불 수단을 Original FOP 에서 변경을 원하면 "Use Original FOP" 옆에 체크박스 클릭하면 선택 가능
- Total Add Collect 금액 확인 후 "CONTINUE" 클릭



#### 4. PNR 재확인

010	YZT/	2 SEL	NH NB	92820	AG 999	999992	13AUG				
π.	KE		09FEB		N HK1	2330	*0530	0*		WE/FR	
8.	KE		24FEB		0 HK1	2020	1355	0*		тн	
1000	-FRE	ε τελ	CT-ADT	KRWØ (	CHANGE	FEE					
-"DC	) CI (Do	ocume	nt Itiner	ary Fie	ld)"에	Automa	ited Exch	anges 를	이용현	한 재발행	내용 업

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데이트 됨



### CASE 5. ADDITIONAL + TAX 금액 추가

1. PNR 조회

S96M35/8	2 SELNH	N302820 AG	G 9999	99992	26JUL		
1.1CH01, 1. AC	/EUNMIMS 64 A 091	DEC ICNYVR	HK1	1755	1030	0*	Е ТН
2. AC	<mark>63</mark> ∟ 23I	DEC YVRICN	HK1	1200	#1620	0*	E TH/FR

#### 2. 항공사 재발행 수수료 규정 확인

16.	PENALTIES				
	CHANGES ANY TIME				
	CHANGES	PERMITTED	FOR	REISSUE.	

3. Automated Exchanges 실행

♣1 단계 : 재발행 방법 선택 ♣

	Excina	nges - Etc	nange				
○ Pric □ Exc	e as Bes lude <mark>Ecc</mark>	t Buy in same pnomy Unbur	e cabin ndled Fares	• Price as	booked	O Pric	e with no penalty
Passenger Ir	nformati	on:					
NAME Ø CHOI/E	UNMIM	PASSEN S ADT	GER CODE	TICKET 1 0149904	109380		
Ticket Nu Passenger	mber (	01499041093 otion must ma	80 atch PTC or	n original ticl	cet		W ORIGINAL TICKET
Descriptio	on [/	ADT - Adult			~	Use	PTC Only
FLIGHT	CLASS	DATE	ROUTE	STATUS		TIME	10.70 444
AC 63	L	23DEC	YVRICN	нк нк		12:00 PM	- 4:20 PM
AC 63 AC 63 AC 63 AC 63	L L	Collect As	YVRICN	нк		12:00 PM	- 4:20 PM
Change Fee Collection N Calculated F Public / Priva Search on	L Iethod: ares: ate Fare: ly for:	Collect As Collect As	EMD-S	нк нк ~	Pseudo	12:00 PM	- 4:20 PM
Change Fee Collection N Calculated F Public / Priva Search on Public Fa	A L fethod: fares: fares: ly for: res only	Collect As	EMD-S	нк нк ~ ~	Pseudo 5J1E	D:	Account
AC 64 AC 63 Collection N Calculated F Public / Priva Search on Public Fa	A L fethod: 'ares: ate Fare: ly for: res only erride:	OgDEC 23DEC	EMD-S	HK HK ~ ~	Pseudo 5J1E	0:	Account



#### 🜲 2 단계 : 자동 계산된 결과 확인 🐥

Automated	Exchanges - Results				×
	Old	New			
Rofes - Chicken - Mill	ADT KRW 900000	ADT KRW 975000	~	Total Add-Collect:	KRW 90300
Total Base / EQV Fare:		~	5	Change Fee: Taxes on Change Fee: Total Change Fae:	KRW 0 KRW 0
Tax:	ADT KRW 138300	ADT KRW 153600	^	Change Fee Collection Method:	COLLECT AS EMD-S
	-	v .	~	PCC/Account Code:	5J1E
		MODIFY TAXES		Rebook Segments:	
Priced As:	BOOKED	Waiver Applied:			
Baggage Allowance:	BAGGAGE ALLOWANCE ADT AC ICNYVR 2PC BAG 1 - NO FEE UPTOSOLB BAG 2 - NO FEE UPTOSOLB VIEWTRIP.TRAVELPORT.COM AC YVRICN 2PC BAG 1 - NO FFE UPTOSOLB	/23KG AND UPTO62LI/158LCM /23KG AND UPTO62LI/158LCM /BAGGAGEPOLICY/AC /23KG AND UPTO62LI/158LCM			~
Receive From:	P				
	Geep Window on Top			DETAIL	CANCEL

- Total Add-Collect 금액 확인
- 하단의 "DETAIL" 클릭 시 FARE 와 Tax Code 추가된 내역 자세히 확인 가능

#### <DETAIL 클릭 시 화면>

CHOI/EUNMIMS         ADT         0149904109380           Passenger 1 of 1 Priced As:         BOOKED         Net Add-Collect:         KRW 90300           VCC/Account Code:         SJ1E         Total Refund:         Code           VCC/Account Code:         SJ1E         Total Add Collect:         KRW 90300           VCC/Account Code:         SJ1E         Total Add Collect:         KRW 90300           Valver Applied:         Change Fee:         KRW 0         KRW 0           Total Add Collect:         KRW 0         KRW 0         KRW 0           Valver Applied:         Old Ticket         New Ticket         KRW 0           ADT KRW 900000         ADT KRW 975000         ADT KRW 975000         ADT KRW 13300           Ase:         ADT KRW 13300         ADT KRW 153600         TAX BREAKDOW           SR:         Image Fee:         Image Fee:         KRW 0           SR:         Image Fee:         Image Fee:         KRW 0           SR:         Image Fee:         Image Fee:         Image Fee:         KRW 0           SR:         Image Fee:         Image Fee:         Image Fee:         KRW 0           SR:         Image Fee:         Image Fee:         Image Fee:         KRW 0           SR:         Imag	
Passenger 1 of 1       Net Add-Collect:       KRW 90300         Priced As:       BOOKED       Total Refund:       Total Refund:         VCC/Account Code:       SJ1E       Total Add Collect:       KRW 90300         Naiver Applied:       Total Add Collect:       KRW 90300         Change Fee:       Change Fee:       KRW 0         Collection Method:       COLLECT AS EMD-S       New Ticket         Old Ticket       New Ticket       New Ticket         ADT KRW 900000       ADT KRW 975000       ADT KRW 975000         As:       ADT KRW 138300       TAX BREAVDOW         SSR:       SSR:       Total Change Fee:         Sagagage Old:       2PC + 2PC       ZPC + 2PC         Sagagage New:       2PC + 2PC       ZPC + 2PC         Sare Basis Old:       ALXW02TG + ALXW02TG       ALXW02TG + LLXW02TG         Sare Construction Old:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373       SEL AC YVR495.73AC SEL461.69NUC857.42END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21       U9DEC21 + 23DEC21 / 09DEC21 + 23DEC21         WVR/NA New:       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21       U9DEC21 + 23DEC21 / 09DEC21 + 23DEC21         Sindorsement Old:       NORRE 900000 KRW//CHGFEE       NORRE 9000000 KRW//CHGFEE       NORRE 90000	
Passenger 1 of 1         Priced As:       BOOKED         PCC/Account Code:       5J1E         Waiver Applied:       Total Refund:         Change Fee       Collect:       KRW 90300         Collection Method:       COLLECT AS EMD-S         Collection Method:       Collect AS EMD-S         Old Ticket       New Ticket         ADT KRW 900000       ADT KRW 975000         ADT KRW 138300       ADT KRW 138300         SSR:       ADT KRW 138300         SSR:       Saggage Old:         2PC + 2PC       Saggage Old:         2PC + 2PC       Saggage Old:         SPC + 2PC       Saggage New:         2PC + 2PC       Saggage New:         SER - construction Old:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373         Fare Basis New:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21         Sel AC YVR395.73AC SE	
Dassenger 1 of 1         Priced As:       BOOKED         VEC/Account Code:       SJIE         Waiver Applied:       Total Refund:         Change Fee       KRW 90300         Collection Method:       COLLECT AS EMD-S         Old Ticket       ADT KRW 90000         Base / EQV Fare:       ADT KRW 90000         ADT KRW 138300       Total Change Fee:         SR:       Baggage Old:       2PC + 2PC         Baggage New:       2PC + 2PC         Fare Basis Old:       ALXW02TG + ALXW02TG         Fare Basis Old:       ALXW02TG + LLXW02TG         Fare Construction Old:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373         Fare Construction New:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21         MVB/NVA New:       09DEC21 + 23DEC21 / 20DEC21 + 23DEC21         Endorsement Old:       NONREF 975000 KRW/CHGFEE	
Priced As:       BOOKED       Net Add-Collect:       KRW 90300         PCC/Account Code:       5J1E       Total Refund:       Total Refund:         Waiver Applied:       Image Fee       Total Add Collect:       KRW 90300         Change Fee       COLLECT AS EMD-S       Change Fee:       KRW 0         Collection Method:       Old Ticket       New Ticket       New Ticket         ADT KRW 900000       ADT KRW 975000       ADT KRW 975000       TAX BREAKDOW         Base / EQV Fare:       ADT KRW 138300       ADT KRW 136600       TAX BREAKDOW         BSR:       2PC + 2PC       2PC + 2PC       Total Change Fee:       TAX BREAKDOW         Baggage Old:       2PC + 2PC       2PC + 2PC       Total Change Fee:       Tax BREAKDOW         Fare Basis Old:       ALXW02TG + ALXW02TG       ALXW02TG + LLXW02TG       Total Change Fee:       Total Change Fee:         Fare Construction New:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373       SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905       Total Change Fee:       Total Change Fee:         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21       Total Change Fee:       Total	
PCC/Account Code:       5J1E       Total Refund::       Image: Collect as EMD-S         Rebook Segments:       Collect AS EMD-S       Change Fee:       KRW 0         Collection Method:       Old Ticket       New Ticket       KRW 0         Base / EQV Fare:       ADT KRW 900000       ADT KRW 975000       ADT KRW 975000       Image: ADT KRW 138300       Image: ADT KRW 138300       Image: ADT KRW 138300       Image: ADT KRW 153600       Image: ADT KRW 138300       Image: ADT KRW 153600       Image: ADT KRW 153600       Image: ADT KRW 138300       Image: ADT KRW 153600       Image: ADT KRW	
Waiver Applied:	
Rebook Segments:       Change Fee: Taxes on Change Fee: Total	
Change Fee Collection Method:       COLLECT AS EMD-S         Image Fee Collection Method:       Old Ticket         ADT KRW 900000       ADT KRW 975000         Image Fee:       Image Fee:	
Collection Method:       Collection As EMD-S       Total Change Fee:       KRW 0         Base / EQV Fare:       ADT KRW 900000       New Ticket         ADT KRW 138300       ADT KRW 975000       ADT KRW 153600         BSR:       ADT KRW 138300       ADT KRW 153600       YAX BREAKDOW         Baggage Old:       2PC + 2PC       2PC + 2PC       Easis Old:       ALXW02TG + ALXW02TG         Fare Basis Old:       ALXW02TG + ALXW02TG       ALXW02TG + LLXW02TG       Easis Old:       Fare Construction Old:         Fare Construction Old:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373       SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905       SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21       OpdEC21 + 23DEC21 / 00DEC21 + 23DEC21       SEL AC YVR403.80X/CHGFEE         Endorsement Old:       NONREF 900000 KRW/CHGFEE       NONREF 975000 KRW/CHGFEE       NONREF 975000 KRW/CHGFEE	
Old Ticket       New Ticket         Base / EQV Fare:       ADT KRW 900000         ADT KRW 138300       ADT KRW 975000         Jax:       ADT KRW 138300         BSR:       ADT KRW 153600         Baggage Old:       2PC + 2PC         Baggage New:       2PC + 2PC         Fare Basis Old:       ALXW02TG + ALXW02TG         Fare Basis New:       ALXW02TG + LLXW02TG         Fare Construction Old:       SEL AC VVR403.80AC SEL403.81NUC807.61END ROE1114.39373         Fare Construction New:       SEL AC VVR403.80AC SEL403.81NUC857.42END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21         NVB/NVA New:       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21         Endorsement Old:       NORREF 900000 KRW/CHGFEE         Endorsement New:       NORREF 975000 KRW/CHGFEE	
Base / EQV Fare:       ADT KRW 900000       ADT KRW 975000         Fax:       ADT KRW 138300       ADT KRW 153600         Baggage Old:       2PC + 2PC         Baggage New:       2PC + 2PC         Fare Basis Old:       ALXW02TG + ALXW02TG         Fare Construction Old:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373         Fare Construction New:       SEL AC YVR403.80AC SEL403.81NUC807.42END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21         NVB/NVA New:       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21         NONREF 900000 KRW/CHGFEE       NONREF 975000 KRW/CHGFEE	
Tax:       ADT KRW 138300       ADT KRW 153600       TAX BREAKDOW         BSR:       Baggage Old:       2PC + 2PC       2PC + 2PC         Baggage New:       2PC + 2PC       2PC + 2PC         Fare Basis Old:       ALXW02TG + ALXW02TG       4LXW02TG + ALXW02TG         Fare Construction Old:       SEL AC VVR403.80AC SEL403.81NUC807.61END ROE1114.39373       5EL AC VVR403.80AC SEL403.81NUC807.42END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21         NVB/NVA New:       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21         Endorsement Old:       NORREF 900000 KRW/CHGFEE       NONREF 975000 KRW/CHGFEE	
BSR:       2PC + 2PC         Baggage Old:       2PC + 2PC         Fare Basis Old:       ALXW02TG + ALXW02TG         Fare Basis New:       ALXW02TG + LLXW02TG         Fare Construction Old:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373         Fare Construction New:       SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21         NVB/NVA New:       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21         Endorsement Old:       NORREF 900000 KRW/CHGFEE         Endorsement New:       NORREF 975000 KRW/CHGFEE	WN
Baggage Old:       2PC + 2PC         Baggage New:       2PC + 2PC         Fare Basis Old:       ALXW02TG + ALXW02TG         Fare Basis New:       ALXW02TG + LLXW02TG         Fare Construction Old:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373         Fare Construction New:       SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21         09DEC21 + 23DEC21 / 09DEC21 + 23DEC21       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21         Endorsement Old:       NORREF 900000 KRW/CHGFEE         Endorsement New:       NORREF 975000 KRW/CHGFEE	
Baggage New:     2PC + 2PC       Fare Basis Old:     ALXW02TG + ALXW02TG       Fare Basis New:     ALXW02TG + LLXW02TG       Fare Construction Old:     SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373       Fare Construction New:     SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905       NVE/NVA Old:     10DEC21 + 23DEC21 / 10DEC21 + 23DEC21       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21     09DEC21 + 23DEC21 / 09DEC21 + 23DEC21       Endorsement Old:     NORREF 900000 KRW/CHGFEE       Endorsement New:     NORREF 975000 KRW/CHGFEE	
Fare Basis Old:       ALXW02TG + ALXW02TG         Fare Basis New:       ALXW02TG + LLXW02TG         Fare Construction Old:       SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373         Fare Construction New:       SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905         NVB/NVA Old:       10DEC21 + 23DEC21 / 10DEC21 + 23DEC21         09DEC21 + 23DEC21 / 09DEC21 + 23DEC21       09DEC21 + 23DEC21 / 09DEC21 + 23DEC21         Endorsement Old:       NORREF 900000 KRW/CHGFEE         NONREF 975000 KRW/CHGFEE       NORREF 975000 KRW/CHGFEE	
Fare Basis New:         ALXW02TG + LLXW02TG           Fare Construction Old:         SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373           Fare Construction New:         SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905           NVB/NVA Old:         10DEC21 + 23DEC21 / 10DEC21 + 23DEC21           NVB/NVA New:         09DEC21 + 23DEC21 / 09DEC21 + 23DEC21           Endorsement Old:         NONREF 900000 KRW/CHGFEE           Endorsement New:         NONREF 975000 KRW/CHGFEE	
Fare Construction Old:         SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373           Fare Construction New:         SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905           NVB/NVA Old:         10DEC21 + 23DEC21 / 10DEC21 + 23DEC21           09DEC21 + 23DEC21 / 09DEC21 + 23DEC21         09DEC21 + 23DEC21 / 09DEC21 + 23DEC21           Endorsement Old:         NORREF 900000 KRW/CHGFEE           Endorsement New:         NORREF 975000 KRW/CHGFEE	
Fare Construction Old:         SEL AC YVR403.80AC SEL403.81NUC807.61END ROE1114.39373           Fare Construction New:         SEL AC YVR395.73AC SEL461.69NUC857.42END ROE1137.11905           NVB/NVA Old:         10DEC21 + 23DEC21 / 10DEC21 + 23DEC21           09DEC21 + 23DEC21 / 09DEC21 + 23DEC21         09DEC21 + 23DEC21 / 09DEC21 + 23DEC21           Endorsement Old:         NORREF 900000 KRW/CHGFEE           Endorsement New:         NORREF 975000 KRW/CHGFEE	
NVB/NVA Old:         10DEC21 + 23DEC21 / 10DEC21 + 23DEC21           NVB/NVA New:         09DEC21 + 23DEC21 / 09DEC21 + 23DEC21           Endorsement Old:         NONREF 900000 KRW/CHGFEE           Endorsement New:         NONREF 975000 KRW/CHGFEE	
NVE/NVA Old:         10DEC21 + 23DEC21 / 10DEC21 + 23DEC21           NVB/NVA New:         09DEC21 + 23DEC21 / 09DEC21 + 23DEC21           Endorsement Old:         NONREF 900000 KRW/CHGFEE           Endorsement New:         NONREF 975000 KRW/CHGFEE	
NVE/NVA New:         09DEC21 + 23DEC21 / 09DEC21 + 23DEC21           Endorsement Old:         NONREF 900000 KRW/CHGFEE           NONREF 975000 KRW/CHGFEE         NONREF 975000 KRW/CHGFEE	
Endorsement Old:         NONREF 900000 KRW/CHGFEE           Endorsement New:         NONREF 975000 KRW/CHGFEE	
Endorsement New: NONREF 975000 KRW/CHGFEE	

Old Ticket Taxe	es:	New Ticket Tax	es:
		Paid Taxes:	
Tax Code	Amount	Tax Code	Amount
BP	28000	BP	28000
CA	23800	CA	23800
SQ	22900	SQ	22900
XG	1200	XG	1200
YQ	62400	YQ	62400
Refund Taxes:		New Taxes:	
Tax Code	Amount	Tax Code	Amount
		CA	400
		SQ	500
		YQ	14400
		L	
	<u>c</u> u	DSE	

#### <Tax Breakdown 클릭 시 화면>

#### ♣ 3 단계 : TMU 사항 입력 ♣

<

Automated Exchange	s - Exchange Issue Confir	mation	>
	Please proce	ed for Exchange	
Ticketing Modifiers:			
			2
	ISSUE NOW	ISSUE LATER	
·할 TMU 사항 기	' 재의 예시>		
Automated Exchang	es - Exchange Issue Conf	firmation	
	Please proc	eed for Exchange	
Ticketing Modifiers:			
ZO			
		ISSUE LATER	
- Commission,	Tourcode, Endorser	ment 등 필요한 TMU 사항 입력	
- Commission, - ISSUE NOW :	Tourcode, Endorser 즉시 발행 시 클릭	ment 등 필요한 TMU 사항 입력	



#### 🐥 4 단계 : 최종확인 후 발권 🐥

xchange Screen Information:				
*EX **TICKET FOR**: CHOI/EUNMIMS PSGR 1/1 NEW FARE: KRW 975000 EQUIV:	TOTAL Use Original FOP Form of Payment 1	ADD COLLECT KR	W 90300	
<ul> <li>TX1: 400CA TX2: 500SQ TX3: 14400YQ TX4: 0</li> <li>*EXCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS 01499041093804 ·,</li></ul>	Cash	Amount	90300	
*ORIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE 01499041093793 (ICN/ICN /SEL /26JUL21 /9999999)	Form of Payment 2	✓ Amount		
T1 ·28000·BP T2 ·23800·CA T3 ·22900·SQ T4 ·1200·XG T5 ·62400·YQ T6 ·	Form of Payment 3			
U.S. PSGR FACILITY CHARGES APT1	None Selected	✓ Amount		
ORIG FOP:	Total to be collected: Amount Collected: Difference Remaining:	90300 90300 0		
	Difference Remaining:	0	CONTINUE	CANCEL

- Origin FOP 에 현금이면 S, 카드면 카드 정보 자동으로 적용
- 재 확인 후 "CONTINUE" 클릭
- 만약 추가 금액 지불 수단을 Original FOP 에서 변경을 원하면 "Use Original FOP" 옆에 체크박스 클릭하면 선택 가능
- Total Add Collect 금액 확인 후 "CONTINUE" 클릭

Auto	mated Exchanges	Х
0	TICKET MODIFIERS UPDATED	
	ОК	
-	"OK" 클릭 시 재발행 완료	
Auto	mated Exchanges - Ticketing	×
0	Ticket has issued successfully.	

#### 4. PNR 재확인

S96M35/	SELNH	N302820	AG 999	999992	26JUL		
AC	64 09 68 23	DEC TONY DEC YVRT	VR HK1 CN HK1	1755 1200	1030 #1620	0* 0*	TH TH/FR
DOCT-FRE	E TEXT-A	DT KRWØ	CHANGE	FEE			

-"DOCI (Document Itinerary Field)"에 Automated Exchanges 를 이용한 재발행 내용 업데이트 됨



### **CASE 6. MULTIPLE PASSENGER TYPE**

1. PNR 조회

02BCSC/32 SELNH	N302820 AG 9999	99992 20AUG	1012000	
1. KE 703 E 22	MAR ICNNRT HK2	0955 1220	0*	TU
2. KE 706 E 03	APR NRTICN HK2	0920 1145	0*	SU

#### 2. 항공사 재발행 수수료 규정 확인



3. Automated Exchanges 실행

♣1 단계 : 재발행 방법 선택 ♣

	Best Buy Econom	in same y Unbun	cabin dled Fares	Price as t	ooked	Price with no penalty
Passenger Infor	nation:					
NAME CHOI/EUNI	AIMS AEMSTR	PASSE ADT CNN	NGER COD	DE TICKE 18099 18099	T NUMBE 04207838 04207839	R 3
Ticket Numbe Passenger De	r 18099 scription	0420783 must ma	8 tch PTC on	original tick	et	VIEW ORIGINAL TICKET
Description	ADT -	Adult			$\sim$	Use PTC Only
FLIGHT CL	ASS E	)ATE 12MAR 13APR	ROUTE ICNNRT NRTICN	STATUS HK HK		TIME 9:55 AM - 12:20 PM 9:20 AM - 11:45 AM
Change Fee	od: Co	ollect As	ТАХ	Ŷ	Er	iter Tax Code: OD
Change Fee Collection Meth	od: Ci	ollect As	TAX	~	Er	iter Tax Code: OD
Change Fee Collection Meth Calculated Fares Public / Private F Search only fo	od; Co ; ares: r;	ollect As	TAX	v	Er	nter Tax Code: OD
Change Fee Collection Meth Calculated Fares Public / Private F Search only fo Public Fares	od; Co ; ares: r: pnly	ollect As	TAX	* *	Pseudo 5J1E	nter Tax Code: OD OD O: Account





- 에러반응이 아니며, 성인이 아닌 승객이 있으니 계산되는 결과를 확인하라는 Alert 계속 진행위해 "OK" 클릭

#### 🐥 2 단계 : 자동 계산된 결과

Automated I	Exchanges - Results				×
	Old	N	ew		
Total Base /	ADT KRW 400000 CNN KRW 300000	ADT KRW 400000 CNN KRW 300000	^	Total Add-Collect:	KRW NOADC
EQV Fare:		~	~	Change Fee: Taxes on Change Fee: Total Change Fee:	KRW 0 KRW 0 KRW 0
Tax:	ADT KRW 88800 CNN KRW 77500	ADT KRW 88800 CNN KRW 77500	~	Change Fee Collection Method:	COLLECT AS TAX
		¥	~	PCC/Account Code:	5J1E
		MODIFY TAXES		Rebook Segments:	
Priced As:	BOOKED	Waiver Applied:			
Baggage Allowance:	BAGGAGE ALLOWANCE ADT KE ICNNRT 1PC BAG 1 - NO FEE UPTO50LB/23 BAG 2 - 70000 KRW UPTO50U VIEWTRIP.TRAVELPORT.COM/BJ KE NRTICN 1PC	IKG AND UPTO62LI/158LCM B/23KG AND UPTO62LI/158LCM AGGAGEPOLICV/KE			^
	BAG T - NO FEE OPTOSOLB/2	KG AND OPTOBZER FARCAL			
Receive From:	P				
C Ke	eep Window on Top			DETAIL	CANCEL

- Total Add-Collect 금액 확인
- 성인과 소아에 대해 각각 요금 계산된 내역에 대해 확인 다음단계 진행을 위해 "CONTINUE" 클릭

#### ♣ 3 단계 : TMU 사항 입력 ♣

<추가할 TMU 사항 기재의 예시>

Autom	ated Exchanges - Exchange Issue Confirmation	]	
	Please proceed for Exchange		
Ticketing	g Modifiers:		
ZO			
	ISSUE <u>N</u> OW ISSUE LATER		
-	Commission, Tourcode, Endorsement 등 필요한 TM	U 사항	입력
-	ISSUE NOW : 즉시 발행 시 클릭		
-	ISSUE LATER : 추 후 발행 시 클릭		



#### 🐥 4 단계 : 최종확인 후 발권 🐥

tomated Exchanges - Even Exchange	
xchange Screen Information:	
*EX **TICKET FOR**: CHOI/EUNMIMS PSGR 1/ 1	
NEW FARE: KRW 400000 EQUIV:	
TX1: 0 TX2: 0 TX3: 0 TX4: 0	
*EXCH TICKET *: TICKET NUMBER THRU TICKET NUMBER NO. CPNS	
·18099042078386 ·. ·	
COUPONS FOR TKT1:-12 TKT2: TKT3: TKT4:	
TTL VALUE: KRW400000 BSR: ORIG FOP: .S	
*ORIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE	
·	
PAID TAXES	
T1 ·28000·BP T2 ·5700·OI T3 ·22800·SW T4 ·10700·TK	
T5 ·21600·YR T6 · T7 ·	
T9 ·	
T13·	
T17	
DRIG FOP: S	

- Origin FOP 에 현금이면 S, 카드면 카드 정보 자동으로 적용
- 재 확인 후 "CONTINUE" 클릭
- 만약 추가 금액 지불 수단을 Original FOP 에서 변경을 원하면 "Use Original FOP" 옆에 체크박스 클릭하면 선택 가능
- Total Add Collect 금액 확인 후 "CONTINUE" 클릭

Auto	omated Exchanges 🛛 🗙	
0	TICKET MODIFIERS UPDATED	
	ок	
-	"OK" 클릭	
-	"OK' 클릭 시 재발행 완료	
Aut	tomated Exchanges - Ticketing	×
0	Ticket has issued successfully.	

#### 4. PNR 재확인

02BCSC/	SELNH N3	02820 AG 99	9999992	20AUG	emard 2	
1. КЕ 2. КЕ	703 C 22MAR 706 03APR	ICNNRT HR	2 0955 2 0920	1220 1145	0* 0*	E TU E SU
DOCI-FR	EE TEXT-ADT EE TEXT-CNN	KRWØ CHANG	E FEE E FEE			

-"DOCI (Document Itinerary Field)" 에 Automated Exchanges 를 이용한 재발행 내용 업데이트 됨

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### **CASE 7. MULTIPLE PASSENGER**

1. PNR 조회

02BTTS/	SELNH	N302820 AC	G 99999992	20AUG		
1. LH	712 K 22	MAR FRAICN	HK2 1735	#1155	0*	E TU/WE
2. LH	713 K 05		HK2 1425	1850	0*	E TU

2. 항공사 재발행 수수료 규정 확인



- 3. Automated Exchanges 실행
  - ♣1 단계 : 재발행 방법 선택 ♣

O Flice as b	est Buy in same	e cabin (	Price as booked	O Price with no penalty		
Exclude E	conomy Unbu	ndled Fares				
Passenger Informa	ation:					
NAME	PASSEN	IGER CODE	TICKET NUMBER			
CHOI/EUNMI	MS ADT MR ADT		2209904207842 2209904207843			
<u>T</u> icket Number	22099042078	42		VIEW ORIGINAL TICKET		
Passenger Desc	ription must m	atch PTC on	original ticket	PARTICIPATING CARRIERS		
Description	ADI - Adult					
FLIGHT CLAS	SS DATE	ROUTE	STATUS	TIME		
🗹 LH 712 K	22MAR	FRAICN	нк	5:35 PM - 11:55 AM		
hange <u>F</u> ee follection Method	f; Collect A	s EMD-S	×			
hange <u>F</u> ee collection Methor calc <u>u</u> lated Fares:	<mark>j:</mark> Collect A	EMD-S	×			
hange <u>F</u> ee Collection Method Calc <u>u</u> lated Fares: Public / Private Far	<mark>d: Collect A</mark>	s EMD-S	×			
Change <u>F</u> ee Collection Method Calc <u>u</u> lated Fares: Public / Private Far Search only for:	<mark>d; Collect A</mark> res:	s EMD-S	→ → Ps <u>e</u> ud	o: <u>A</u> ccount		
Change <u>Fee</u> Collection Method Calculated Fares: Public / Private Far Search only for: Public Fares or	d; Collect A res:	s EMD-S	Psgud V SJ1E	o: <u>A</u> ccount		
Change <u>Fee</u> Collection Method Calc <u>u</u> lated Fares: Public / Private Far Search only for: Public Fares or Currency Override	<mark>d: Collect Ar</mark> res: Ity	s EMD-S	Psgud Y SJ1E Dt Taxes:	o: <u>A</u> ccount		

#### 🐥 2 단계 : 자동 계산된 결과

Automated	Exchanges - Results					×
	Old	New	10			
100000000000000000000000000000000000000	ADT EUR 532.00 /EQV: KRW 730200	ADT EUR 532.00 /EQV: KRW 73020	0 ^	Total Add-Collect:	KRW NOADC	
Total Base / EQV Fare:		~	~	Change Fee: Taxes on Change Fee: Total Change Fee:	KRW 0 KRW 0 KRW 0	
Tax:	ADT KRW 1379000	ADT KRW 1326800	^	Change Fee Collection Method:	COLLECT AS EMD-S	
		×	~	PCC/Account Code:	5J1E	
				Rebook Segments:		
Priced As:	BOOKED	Waiver Applied:				
Baggage Allowance:	BAGGAGE ALLOWANCE ADT LH FRAICN 1PC BAG 1 - NO FEE UPTO50LB/23KG AI BAG 2 - 250.00 EUR UPTO50LB/23K VIEWTRIP.TRAVELPORT.COM/BAGGA LH ICNFRA 1PC BAG 1 - NO FFF UPTO50LB/23KG AI	ND UPTO62LI/158LCM G AND UPTO62LI/158LCM GEPOLICY/LH ND UPTO62LI/158I CM				<
Receive From:	P					
□ k	Keep Window on Top	<u>_</u>	ONTINUE	DETAIL	CANCE	L

- Total Add-Collect 금액 확인
- Receive Form 에 P (Passenger) 입력 후 다음단계 진행을 위해 "CONTINUE" 클릭

#### ♣ 3 단계 : TMU 사항 입력 ♣

#### <추가할 TMU 사항 기재의 예시>

Automated Exchanges - Exchange Issue Confirmation	Х
Please proceed for Exchange	
Ticketing Modifiers:	
Z0/TCKR2589	

- Commission, Tourcode, Endorsement 등 필요한 TMU 사항 입력
- ISSUE NOW : 즉시 발행 시 클릭
- ISSUE LATER : 추 후 발행 시 클릭



#### 🐥 4 단계 : 최종확인 후 발권 🐥

mated Exchanges - Even Exchange	
nange Screen Information:	
X **TICKET EOR**: CHOI/EUNMIMS PSGR 1/ 1	
IEW FARE: EUR 266.00 EOUIV: KRW 365100	
1: 0 TX2: 0 TX3: 0 TX4: 0	
CCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS -22099042078422	
OUPONS FOR TKT1:-12 TKT2: TKT3: TKT4:	
IL VALUE: KRW365100 BSR: ORIG FOP: .S	
DRIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE 	
ID TAXES	
·28000BP T2 ·13700DE T3 ·80700OY T4 ·46800RA	
-494200YQ T6 T7	
·	
3	
7·	
S. PSGR FACILITY CHARGES	
T1 APT2 APT3 APT4	
G FOP: S	
CONTINUE CANCEL	

- 첫번째 승객의 Exchange 정보가 조회 됨
- Origin FOP 에 현금이면 S, 카드면 카드 정보 자동으로 적용
- 재 확인 후 "CONTINUE" 클릭

Autom	nated Exchanges	×
0	TICKET MODIFIERS UPDATED	
	ОК	

- "OK" 클릭 시 두번째 승객의 Exchange 정보가 조회 됨



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02B	rts/	SEL	.NH N36	92820 AG	999	99992	20AUG			
	LH		22MAR		HK2	1735	#1155	0*	ЕТ	U/WE
	LH		<b>Ø</b> 5APR		HK2	1425	1850	0*	E T	U

-"DOCI (Document Itinerary Field)" 에 Automated Exchanges 를 이용한 재발행 내용 업데이트 됨



### **CASE 8. NEW PNR REISSUE**

1. PNR 조회

02N6T5/32 SELNH	N302820 AG 9999	99992 23AUG		
1. BR 170 H 12	MAR TPEICN HK1	0655 1020	0* E	SA
2. BR 169 H 23	MAR ICNTPE HK1	1140 1330	0* E	WE

#### 2. Automated Exchanges 실행

#### ♣1 단계 : 재발행 방법 선택 ♣

			0		0						_		
Frice as best buy in same cabin     Price as booked     Price with no penalty     Economy Unbundled Fares							Price as Be	st Buy in same	cabin	Price as bo	oked (	) Price w	vith no penalty
Passenger Informatio	n:	area rares				Exclude Economy Unbundled Fares							
ussenger monitatio						Passenge	rintormat	tion:					
NAME PASSE	TICKET NUM	ИBER				NAME	PAS: ADT	SENGER CODE	TICKE 6959	ET NUMBER 904207854			
Ticket Number					VIEW ORIGINAL TICKET	Ticket I	lumber	695990420785	4			¥iew o	DRIGINAL TICKET
Passenger Descript	ion must ma	ten PIC on	original ticke	et	PARTICIPATING CARRIERS	Passen	ger Descri	ption must ma	tch PTC o	n original ticket		PARTIC	PATING CARRIERS
Description	OT - Adult			~	Use PTC Only	Descrip	tion	ADT - Adult			~ [	Use PT	C Only
FLIGHT CLASS	DATE	ROUTE	STATUS		TIME	FLIGHT	CLAS	S DATE	ROUTE	STATUS	TI	ME	
BR 170 H	12MAR	TPEICN	нк		6:55 AM - 10:20 AM	🗹 BR 1	70 H	12MAR	TPEICN	нк	6:5	55 AM - 10	20 AM
M 6R 169 H	23MAR	ICNTPE	НК		11:40 AM - 1:30 PM	M BR 1	69 H	23MAR	ICNTPE	HK	11	:40 AM - 1	1:30 PM
Change Fee Collection Method:	-Please Se	lect-	v			Change F Collection	ee 1 Method:	Collect As	EMD-S	~	1		
Calculated Fares:			~			Calculate	d Fares:			~			
Public / Private Fares:						Public / P	ivate Fare	es:					
Search only for:				Pseudo	o: Account	Search	only for:				Pseudo:		Account
Public and Airline	Private Sellir	ng Fares	~	5J1E	~ ~	Public	and Airlin	ne Private Sellir	ng Fares	Ý	5J1E	~	~
Currency Override:		Exem	ipt Taxes:			Currency	Override:		Exer	npt Taxes:			
		Tax	1:	2:	3: 4:	Current	y Code:		Tax	c1:	2:	3:	4:
Currency Code:													

- Ticket number 입력 시 Passenger Information 에 티켓번호 자동 추가 됨
- Description> 승객에 맞게 PTC 선택 되어있는 지 확인
- Change Fee Collection Method 자동 선택 혹은 항공사 정책에 맞게 수동 선택
- 모든 정보 맞으면 "CONTINUE" 클릭 시 다음단계 진행 가능

### CASE 9. REFUNDABLE BALANCE EMD-S 발 행

1. PNR

02T0SH/	S2 SELNH	N302820 AG	G 9999	9992 24	IAUG		
1. KE	703 E 22	APR ICNNRT	HK1	1010	1235	0*	E FR
2. KE	704 E 26	APR NRTICN	HK1	1355	1630	0*	E TU

2. 항공사 재발행 수수료 규정 확인



- 3. Automated Exchanges 실행
  - ♣1 단계 : 재발행 방법 선택 ♣

	CONTRACTOR STATE			
Price as I Exclude	Bes <mark>t B</mark> uy in sam Economy Unbu	e cabin	Price as booked	O Price with no penalty
assenger Inform	ation:			
NAME	PASSEN IIMS ADT	IGER CODE	TICKET NUMBER 1809904207861	
Ticket Number Passenger Desi	18099042078 cription must m	361 hatch PTC on d	original ticket	
Description	ADT - Adult		~	Use PTC Only
FLIGHT CLA KE 703 E KE 704 E	ISS DATE 22APR 26APR	ROUTE ICNNRT NRTICN	STATUS HK HK	TIME 10:10 AM - 12:35 PM 1:55 PM - 4:30 PM
Thange Fee Collection Metho	d: Collect A	is TAX	~ Er	nter Tax Code: OD
Change Fee Collection Metho Calculated Fares: Public / Private Fa Search only for	d: Collect A	IS TAX	v Pseudo	nter Tax Code: OD
Change Fee Collection Metho Calculated Fares: Public / Private Fa Search only for Public Fares o	res: inter:	AS TAX	v Pseudo v 5JTE	nter Tax Code: OD
Change Fee Collection Metho Calculated Fares: Public / Private Fa Search only for Public Fares o Currency Overrido	nd: Collect A rres: : nly e:	is TAX Exemp	V Pseudo	nter Tax Code: OD

#### ♣ 2 단계 : 자동 계산된 결과♣

	014		News						
	Old		New	-					
	ADT KRW 380000	ADT KRW 360000		Refund Due:	KRW 20000				
Total Base / EQV Fare:		~		Change Fee: Taxes on Change Fee:	KRW 0 KRW 0				
	ADT KRW 89000	ADT KDW 89000		Total Change Fee:	KRW 0				
Tax:	ADT KKW 05000	ADT KNW 05000	<u>^</u>	Change Fee Collection Method:	COLLECT AS TAX				
		~	~	PCC/Account Code:	5J1E				
				Rebook Segments:					
Priced As:	BOOKED	Waiver Applied:							
Baggage Allowance:	BAGGAGE ALLOWANCE ADT KE ICNNRT 1PC BAG 1 - NO FEE UPTO50LB/23KG AND UPTO62LI/158LCM BAG 2 - 70000 KRW UPTO50LB/23KG AND UPTO62LI/158LCM VIEWTRIP.TRAVELPORT.COM/BAGGAGEPOLICY/KE KE NRTICN 1PC BAG 1 - NO FFE UPTO50LB/23KG AND UPTO62LI/158LCM								
Receive From:	P								
	Keep Window on Top			DETAIL	CANCEL				

- Old Fare KRW 380,000 / New Fare KRW 360,000 → Refund Due KRW 20,000 확인
- Receive Form 에 P (Passenger) 입력 후 다음단계 진행을 위해 "CONTINUE" 클릭

uto	mated Exchanges - Warning	×
A	This exchange will result in a Refundable Balance. Please check on <u>Service Now</u> if carrier is EMD ready. If not, the Refundable Balance must be processed separately. Contact the airline or use BSPLink for ACM.	

- Refundable Balance 케이스라는 Alert
- 해당 항공사가 Refundable Balance EMD-S 기능이 있으면 재발행 후 EMD-S 발행이 진행되며 기능이 없을 경우는 항공사에 연락하여 환불 금액에 대해 별도로 진행해야 한다는 설명입니다.

#### ♣ 3 단계 : TMU 사항 입력 ♣

#### <추가할 TMU 사항 기재의 예시>

Automated Exchanges - Exchange Issue Confirmation						
Please proceed for Exchange						
Ticketing Modifiers:						
Z0/EBNON ENDS-NO MILE UPGRADE						
ISSUE <u>N</u> OW						
- Commission, Tourcode, Endorsement 등 필요한 TMU 사항 입력						

- ISSUE NOW : 즉시 발행 시 클릭
- ISSUE LATER : 추 후 발행 시 클릭

#### 🐥 4 단계 : 최종확인 후 발권 🐥

omated Exchanges - Refund	
change Screen Information:	
*EX **TICKET FOR**: CHOI/EUNMIMS PSGR 1/ 1 NEW FARE: KRW 360000 EQUIV: TX1: 0 TX2: 0 TX3: 0 TX4: 0	
*EXCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS 18099042078611 · · ·······························	
OTAL REFUND: KRW 20000	Create EMD?
Origin FOP 에 현금이면 S, 카드면 카드 정보 자동으로	로 적용
오른쪽 하단에 Create EMD? 에 YES 선택 시 EMD-S	발행으로 진행

- 재 확인 후 "CONTINUE" 클릭

#### ♣ 5 단계 : EMD-S 발행 ♣

UNMIMS PSGR 1/1	
UNMINS PSGR 1/1	
BR 18099042078611 CITY SEL IATA CODE 9999999	
FARE KRW 380000 NEW FARE 360000	
BLE BALANCE FARE KRW 20000	
	EI D. RFIC/RFISC D-996 BALANCE BER 18099042078611 CITY SEL IATA CODE 9999999 IATA CODE 9999999 FARE KRW 380000 NEW FARE 360000

- EMD-S 발행에 필요한 모든 항목 자동으로 적용
- Refundable Balance EMD-S 발행 금액 확인 및 EMD-S 발행에 필요한 Endorsement 내용
   있다면 위와 같이 입력 후 "OK" 클릭

Suco	cess - EMD Issue	Х
0	EMD generated successfully	
	UN	
-	"OK" 클릭 시 재발행 완료	
Auto	mated Exchanges - Ticketing	×
0	Ticket has issued successfully.	
	ОК	

- "OK" 클릭 시 Service segment (SVC) 여정 삭제 혹은 유지에 대해 아래 화면 조회

utomated	l Exchange	s - Delet	e SVC seg	gment				>
/C SEGMEN	T DETAILS:							
SEG NO.	CARRIER	STATUS	DATE	CITY	RFI CODE/SUBCODE	EMD INFORMATION		
🗹 01 KE HI 24AUG SEL D/996			D/996	REFUNDABLE BALANCES/NM-1CHOI/EUNMIMS/1809991187053C1/20000/KRW				
		1110	Contract of the local division of the local					

- "EXIT" 클릭하면 SVC 여정이 PNR 에 자동 추가
- 5. PNR 재확인

02T0SH/	SELNH N	302820 AG 999	99992 24AU	S		
1. SVC NMI	: KE HI1 SE MS/18099911	L 24AUG-D/996 87053C1/20006	5/REFUNDABL	E BALANCES	/NM-1CHOI/EU	
. KE . KE	703   22AP 704   26AP	R ICNNRT HK1 R NRTICN HK1	1010 123 1355 163	35 0* 30 0*	E FR E TU	
DOCI-FF	REE TEXT-ADT REE TEXT-ADT	KRW20000 REI KRW0 CHANGE	FUND AMOUNT			

- PNR 에 EMD-S 발행한 Service segment (SVC) 추가
- -"DOCI (Document Itinerary Field)"에 Automated Exchanges 를 이용한 재발행 내용 업데이트 됨 변경 수수료와 환불 금액에 대해 표기 됨

## CASE 10. ISSUE LATER 선택한 경우

1. PNR

02T9JR/82	SELNH	N302820 AC	G 9999	9992 2	4AUG		
1. KE	17 L 17	MAR ICNLAX	HK1	1430	0930	0*	E TH
2. KE	12 L 28		HK1	2330	*0450	0*	E MO/WE

2. 항공사 재발행 수수료 규정 확인



- 3. Automated Exchanges 실행
  - ♣1 단계 : 재발행 방법 선택 ♣

utomated Exc	hanges – E	kchange			<>
Price as I Exclude	Best Buy in sa Economy Uni	me cabin oundled Fares	Price as book	ed O Price	with no penalty
Passenger Inform	ation:				
NAME	PASS IMS ADT	ENGER CODE	TICKET NUMB 180990420786	ER 53	
Ticket Number	180990420	7863 match PTC on	original ticket		ORIGINAL TICKET
<u>D</u> escription	ADT - Adul	t	onginarticket	Use P	TC Only
FLIGHT CLA KE 17 L KE 12 L	SS DATE 17MA 02APF	ROUTE R ICNLAX 8 LAXICN	STATUS HK HK	TIME 2:30 PM - 9 11:30 PM -	:30 AM 4:50 AM
Change <u>F</u> ee Collection Metho	d: Collect	As TAX	×	Enter Tax Cod	e: OD
Calc <u>u</u> lated Fares:			v		
Public / Private Fa Search only for	res:		Psg	eudo:	Account
Public Fares o	nly		~ 5J	1E ~	~
Currency Override	2;	Exem	pt Taxes:		
Currency Code:		Tax	1: 2: [	3:	4:
REFRESH		<u> </u>	ONTINUE		CANCEL

#### 🐥 2 단계 : 자동 계산된 결과

	Old	New	
	ADT KRW 1375000	ADT KRW 1375000	Total Add-Collect: KRW NOADC
otal Base / QV Fare:		~	Change Fee: Taxes on Change Fee: KRW 0 Taxes Change Fee: KRW 0
ax:	ADT KRW 181800	ADT KRW 181800	Change Fee Collection Method: COLLECT AS TAX
		~	PCC/Account Code: 5J1E
		MODIFY TAXES	Rebook Segments:
Priced As:	BOOKED	Waiver Applied:	
aggage Ilowance:	BAGGAGE ALLOWANCE ADT KE ICNLAX 2PC BAG 1 - NO FEE UPTOSOLB, BAG 2 - NO FEE UPTOSOLB, VIEWTRIP.TRAVELPORT.COM KE LAXICN 2PC BAG 1 - NO FFF UPTOSOLB,	/23kg and upto62li/158lcm /23kg and upto62li/158lcm /Baggagepolicy/ke /23kg and upto62li/158lcm	

- Receive Form 에 P (Passenger) 입력 후 다음단계 진행을 위해 "CONTINUE" 클릭

#### ♣ 3 단계 : TMU 사항 입력 ♣

#### <추가할 TMU 사항 기재의 예시>

Automated Exchanges - Exchange Issue Confirmation				
Please proceed for Exchange				
Ticketing Modifiers:				
Z0/EBNON ENDS NO MILE UPGRADE				
ISSUE NOW				
- Commission Tourcode Endorsement 등 필요하 TMU 사한 인련				

- Commission, Tourcode, Endorsement 능 필요한 TMU 사항 입력
- ISSUE LATER : 운임 저장까지만 하고 발권은 이후에 진행하기 위해 클릭



tomated Exchanges - Even Exchange	
Exchange Screen Information:	
*EX **TICKET FOR**: CHOI/EUNMIMS PSGR 1/ 1	0
NEW FARE: KRW         1375000         EQUIV:	
*EXCH TICKET*: TICKET NUMBER THRU TICKET NUMBER NO. CPNS ·18099042078633 · · ·······························	
COUPONS FOR TKT1:-12 TKT2: TKT3: TKT4:	
*ORIG ISSUE*: TICKET NUMBER ORG/DES CITY DATE IATA CODE 	
PAID TAXES	
T1 ·28000·BP T2 ·6600·AY T3 ·45000·US T4 ·4700·XA	
T9 ·	
T13·	
T17·	
U.S. PSGR FACILITY CHARGES	
APT1 ·LAX·4.50. APT2 ·· APT3 · APT4 · ·	
ORIG FOP: S	
CONTINUE	

- Origin FOP 에 현금이면 S, 카드면 카드 정보 자동으로 적용
- 재 확인 후 "CONTINUE" 클릭

Auto	omated Exchanges 🔀
0	TICKET MODIFIERS UPDATED
	οκ
-	"OK" 클릭 시
Auto	mated Exchanges - Exchange
0	Exchange process has been completed and saved successfully. Ticket for this exchange must be issued before the Filed Fare Expires
	OK
-	재발행 관련 모든 사항이 완료되고 요금 저장이 성공했다는 Alert
-	저장된 게런티 운임은 23 시 59 분까지만 유지되므로 이전에
	재발행 완료되어야 하고 이후는 Expired 되어 재발행 불가하기 때문에
	Automated Exchanges 다시 진행 필요



<운임 저장의 예시 : 명령어 \*FF1>

FQ1 - S1-2		AP	G 24AUG21 8	2/
AG				
P1 CHOI/EUNMIMS	ADT G	<_= ∗ кі	RW 1375000	
SEL KE LAX571.60KE SEL637.	58NUC1209.18END	ROE1137.119	905	
FARE KRW1375000 TOT KRW137	5000			
***ADDITIONAL FEES MAY APP	LY*SEE>F01			
S1 FB-LLX0ZKYK B-2PC				
S2 FB-LLWOZKYK B-2PC	NB-17M	AR		
NO MILE UG./NONENDS./RFND	PNTY APPLY./RISS	CHRG APPL	<i>(</i> .	
LAST DATE TO PURCHASE TICK	(ET: 17MAR22			
T P1/S1-2/Z0/CKE/ET/EBNON	ENDS NO MILE UPG	RADE/FEX18	99904207863/	
- FEX 필드에 Original Ticket 장	형보 있고 "G(Guarante	ee)" 표기 되어	있으면 재발행 :	가능

#### ♣ 5 단계 : Automated Exchange 실행♣

1) 실행 방법

Smartpoint > 도구 아이콘 ( ) 클릭 > Automated Exchanges 클릭 혹은 #RR 입력

Automated Exchanges	×
Select "ISSUE NOW" to issue ticket or "REPRICE AGAIN" to	with previously stored information continue for repricing.
Receive From:	
Р	
	REPRICE AGAIN

- Receive From 에 "P" 입력 > ISSUE NOW 클릭 시 재발행 진행
- 운임 다시 저장하고 진행을 원하면 "REPRICE AGAIN" 클릭하면
   1 단계부터 다시 시작할 수 있음

### **AUTOMATED EXCHANGES TIPS & TRICKS**

- ① 재발행 수수료 적용 방법 (Change Fee Collection Method) 는
  - 항공사에 따라서 자동 적용되지만, 자동 적용된 방법에 항공사에서 공지한 규정이랑
     다르거나 혹은 자동 적용되지 않는 경우 항공사 정책에 맞도록 선택하여 진행합니다.
  - Collect As Tax 선택 시 Tax Code 반드시 입력해야 합니다.
- ② PNR 의 여정
  - 출발편을 이용했지만 여전히 PNR 에서 조회될 수 있습니다.
     Automated Exchanges 는 PNR 의 여정이 모두 자동 적용되기 때문에 재발행이 필요 없는 여정은 반드시 체크를 해제 후 진행해야 합니다.
- ③ 새로운 PNR 로 작업 시
  - 새로운 PNR 로 예약하고 Automated Exchanges 를 실행하여 재발행이 가능합니다.
     단, Automated Exchanges 실행한 후 티켓번호를 수동으로 입력하고 적용해야 할 PTC 가 맞는지 확인 후 필요하다면 PTC 를 예약된 승객에 맞도록 수정해야 합니다.
     원본 PNR 이 조회 가능하다면 이용하는 것이 좋습니다.
- ④ IT/BT 발권 PNR
  - 기존 PNR 에서 Automated Exchange 실행해야 하며, 새 PNR 에서 실행 시 금액계산 과정에서 오류가 발생할 수 습니다.
  - PNR Divide 된 경우 자동 계산이 불가 할 수 있으니 참고해 주세요.
  - (참고) 현재는 원화로 발행된 IT 발권 이티켓을 재발행 시 오류가 있어서 Travelport 본사에서 확인 중에 있습니다. 해결되는 대로 안내해 드리겠습니다.

### FAQ

Q1. Automated Exchanges 는 Category 16 또는 31 번 중에서 어떤 규정을 기준으로 처리되나요?

- ⇒ Category 31 Voluntary Change Data 만 사용합니다.
- Q2. Automated Exchanges 는 과거 혹은 현재 어떤 것을 기준으로 Fare 와 Tax 를 계산하나요?
  - ⇒ 재발행시 현재의 세금과 현재의 BSR 을 사용합니다.
- Q3. Lufthansa 그룹 (OS, LH, LX, SN) 항공사의 경우 지불한 YR Tax 를 표시하지 않는 이유는 무엇입니까?
  - ⇒ YR Tax 는 Lufthansa 그룹의 Distribution Cost Charge 로 처음 발행시에만 적용되며,

환불이 불가한 Tax 입니다.

NAME	PASSENGER CODE	TICKET NUMBER					
PARK/MINJAEMR	ADT	2209904207858					
Passenger 1 of 1 Priced As:	BOOKED		Net Ac	d-Collect:	KRW NOADC		
Naiver Applied:	SJ1E		Total A	dd Collect:			
Rebook Segments: Change Fee Collection Method:	COLLECT AS EMD-S		Chang Taxes o Total C	e Fee: on Change Fee: hange Fee:	KRW 0 KRW 0 KRW 0		
	Old Ti	cket		New Ticket			
Base / EQV Fare:	ADT KRW 257000		ADT KR	W 257000			· · ·
Tax:	ADT KRW 690600		ADT KR	W 664400		TAX BREAKDOWN	S.
вък: Baggage Old:	1PC + 1PC						
Baggage New:	1PC + 1PC			Automated	Exchanges - Tax	Breakdown	
Fare Basis Old:	LRCKR + LRCKR			Old Ticke	t Taxes:	New Ticket Tax	es:
Fare Basis New:	LRCKR + LRCKR					Paid Taxes	
Fare Construction Old: Fare Construction New:	SEL LH FRA 113.00LF	H SEL 113.00 NUC226.00END I SEL113.00NUC226.00END R	ROE1137.11905	Tax Cod	e Amount ^	Tax Code	Amount
NVB/NVA OId:	24APR22			BP	28000	BP	28000
NVB/NVA New:	24APR22			DE	13700	DE	13700
Endorsement Old:	FARE RESTRICTION	MAY APPLY		RA	46900	RA	46900
Endorsement New:	FARE RESTRICTION	MAY APPLY		YQ	495000	YQ	495000
				YR	26200 ¥		0.00000000
				Refund T	axes:	New Taxes:	
				Tax Cod	e Amount	Tax Code	Amount
					<u></u> _	OSE	

-Tax Breakdown 클릭 시 Old Tax 에는 YR Tax 가 반영되어 있지만, New Tax 에는 없습니다.

Q4. Automated Exchanges 가입 항공사 리스트 확인할 수 있는 방법은 무엇입니까?

⇒ Automated Exchanges 첫번째 화면의 "PARTICIPATING CARRIERS" 클릭 시 확인 가능합니다.



- Q5. Automated Exchanges 가능한 이티켓 쿠폰 상태는 무엇인가요?
- ⇒ OPEN, ARPT 입니다.

Q6. 유료 상품이라고 했는데, 어느 기준으로 금액이 청구되나요?

- 과 발행 시 Transaction 당 3,000 원의 금액이 청구되는 유료 상품입니다.)
   청구되는 기준은 Automated Exchange 를 이용하여 요금 계산되는 시점이며,
   1 단계에서 2 단계 화면으로 진행 시 청구됩니다.
- Q7. Automated Exchanges 실행하여 요금 계산된 내용에 오류가 있습니다.
  - ▷ 이런 경우 C:\RapidReprice 폴더에 아래와 같이 Transaction 별로 xml 파일이 저장됩니다.
    해당 파일과 함께 <u>cs@travelport.co.kr</u> 로 오류 접수해 주시면 Travelport 본사로 오류 수정 요청을 하도록 하겠습니다.

🔜 🗏 🛃 🚽 🛛 RapidReprice		
파일 홈 공유 보기		
← → ✓ ↑ 🛄 → 내 PC → 로컬 디스크 (C:) → RapidReprice		
이름	수정한 날짜	유형
RapidReprice_20Oct2021-1652.xml	2021-10-20 오후 4:52	XML 문서
RapidReprice_01Oct2021-0944.xml	2021-10-01 오후 2:26	XML 문서
RapidReprice_09Sep2021-1701.xml	2021-09-09 오후 5:30	XML 문서

### 가입항공사 리스트 **(2022-02-25** 기준)

#### -갈릴레오 ET 발권 가능 항공사 106 개 중 87 개 항공사 가능

항공사						
3U	DT	LO	PX			
AA	EK	LX	QF			
AC	ET	LY	QR			
AD	EY	MD	QV			
AF	FJ	MF	RA			
AM	G3	MH	RJ			
AR	GA	MK	SA			
AT	GF	MS	SQ			
AV	GP	MU	SU			
AY	HA	NF	TG			
AZ	HM	NH	TK			
B7*	HO	NX	TP			
BA	HR	NZ	TR			
BI	HU	OK	UA			
BR	HX	MO	UL			
BT	JL	OS	UX			
CA	KC	OU	VA			
CI	KE	PC	VN			
CM	KL	PG	VT			
CX	KQ	PR	WY			
CZ	LA	PS	ZH			
DL	LH	PW				
*B7 : Domes	stic 여정만 가	능				

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