## BUILD THE PNR
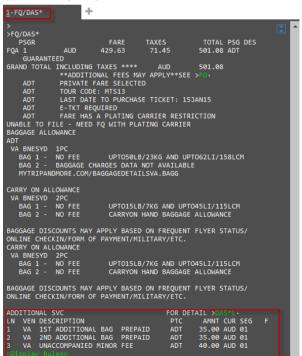
Book the flight and prepare the PNR. It is recommended to add fare & frequent flyer Information before displaying the service catalogue.

- **Display Service Catalogue:**

**Galileo FQ/DAS***

```
1-FQ/DAS*                                    ✚

>
>FQ/DAS*
  PSGR                 FARE      TAXES        TOTAL PSG DES
FQA 1        AUD     429.63      71.45        501.08 ADT
      GUARANTEED
GRAND TOTAL INCLUDING TAXES ****     AUD      501.08
            **ADDITIONAL FEES MAY APPLY**SEE >FO·
    ADT      PRIVATE FARE SELECTED
    ADT      TOUR CODE: MTS13
    ADT      LAST DATE TO PURCHASE TICKET: 15JAN15
    ADT      E-TKT REQUIRED
    ADT      FARE HAS A PLATING CARRIER RESTRICTION
UNABLE TO FILE - NEED FQ WITH PLATING CARRIER
BAGGAGE ALLOWANCE
ADT
 VA BNESYD  1PC
   BAG 1 -  NO FEE      UPTO50LB/23KG AND UPTO62LI/158LCM
   BAG 2 -  BAGGAGE CHARGES DATA NOT AVAILABLE
   MYTRIPANDMORE.COM/BAGGAGEDETAILSVA.BAGG

CARRY ON ALLOWANCE
 VA BNESYD  2PC
   BAG 1 -  NO FEE      UPTO15LB/7KG AND UPTO45LI/115LCM
   BAG 2 -  NO FEE      CARRYON HAND BAGGAGE ALLOWANCE

BAGGAGE DISCOUNTS MAY APPLY BASED ON FREQUENT FLYER STATUS/
ONLINE CHECKIN/FORM OF PAYMENT/MILITARY/ETC.
CARRY ON ALLOWANCE
 VA BNESYD  2PC
   BAG 1 -  NO FEE      UPTO15LB/7KG AND UPTO45LI/115LCM
   BAG 2 -  NO FEE      CARRYON HAND BAGGAGE ALLOWANCE

BAGGAGE DISCOUNTS MAY APPLY BASED ON FREQUENT FLYER STATUS/
ONLINE CHECKIN/FORM OF PAYMENT/MILITARY/ETC.

ADDITIONAL SVC                  FOR DETAIL >DAS*L·
LN  VEN DESCRIPTION              PTC     AMNT CUR SEG   F
1   VA  1ST ADDITIONAL BAG  PREPAID   ADT   35.00 AUD 01
2   VA  2ND ADDITIONAL BAG  PREPAID   ADT   35.00 AUD 01
3   VA  UNACCOMPANIED MINOR FEE       ADT   40.00 AUD 01
«Display Rules»
>
```

- **Sell an ancillary from the catalogue: DAS01L*m***
  *(where **m** is the line number)*

**Note: Only one EMD-A per Ancillary service item is permitted**

**Example:**

Sell 1st additional bag from the catalogue

```
1-DAS01L1                        ✚

*   VA  1ST ADDITIONAL BAG  PREPAID      REQUESTED
```

Sell 2nd additional bag from the catalogue

```
1-DAS01L2                        ✚

*   VA  2ND ADDITIONAL BAG  PREPAID      REQUESTED
```

Receive and end the PNR

The banner ** **ADDITIONAL SERVICES EXIST**** and ****SERVICE INFORMATION EXISTS**** should display. If it doesn't, ignore and re-retrieve the PNR.
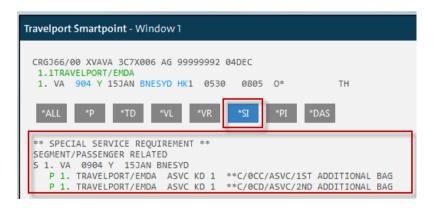
### DISPLAY ADDITIONAL SERVICES: *DAS



- **Display service elements: *SI**



**You should see an SSR ASVC for the service booked.

| Status | Action |
|--------|--------|
| NN | Wait for confirmation |
| KD | Issue EMD |
| KK | No further action required |
| NO/UC | Service has been refused by VA. Cancel and contact the VA Travel Agent's Helpdesk |

### ISSUE EMD-A

- **EMDI/P**n/**IC**ticketnumber/**F** form of payment
  (where **n** is the passenger number)



- **Verify service payment by displaying the service information: *SI**
  *The EMD number should display at the end of the free text*

### *ITINERARIES WITH MORE THAN 2 CONNECTIONS*

- Itineraries that contain more than 2 connections require a manual workaround. Segment select the last connection in order for baggage ancillary to price correctly as a portion. If the last connection is not segment selected this will be priced by sector.

Example:

- **FQS(***segment no last connection***)/DAS***
- ***FQS5-6/DAS***

```
1. VA   401 Y  25FEB ADLSYD HK1  0600   0825  O*        E WE
        OPERATED BY VIRGIN AUSTRALIA
2. VA   511 Y  25FEB SYDOOL HK1  0910   0930  O*        E WE
        OPERATED BY VIRGIN AUSTRALIA
3. VA   508 Y  04MAR OOLSYD HK1  0805   1035  O*        E WE
        OPERATED BY VIRGIN AUSTRALIA
4. VA   642 Y  04MAR SYDCBR HK1  1135   1235  O*        E WE
        OPERATED BY VIRGIN AUST REGIONAL AI
5. VA   252 Y  11MAR CBRMEL HK1  0625   0735  O*        E WE
        OPERATED BY VIRGIN AUSTRALIA
6. VA   213 Y  11MAR MELADL HK1  0810   0900  O*        E WE
```

ADLSYDOOL Connection # 1 (Connecting flight within 24 hours)

OOLSYDCBR connection # 2 (connecting flight within 24 hours)

CBRMELADL connection # 3 (connecting flight within 24 hours) agent will need to segment select 5 and 6 in order for it to price correctly as portion

For further details please contact:-
Travelport – http://www.ask-travelport.com
Virgin Australia Industry & Trade Support – 13 67 37                                    3