



Quick Guide –
Air Comparison
June 2022

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1. Air Booking Guide

ADX air itineraries are compared against 200+ contracts to build you an intuitive list of options with commissions. This air flow will take you from quoting to multi options to booking to ticketing, all in one platform. Booking ADX Air builds beautifully crafted comparisons and client itineraries as well as records commission automatically for reporting and finance payouts.



- All air itineraries are compared against our 200+ contracts to build you an intuitive list of options with commission
- Search Sabre and Amadeus inventory
- Net fares with mark-up opportunity available
- Air team support is a single click away
- Build side by side comparisons of up to 4 different itineraries
- Automatic invoicing for commission tracking
- Split credit card option when multiple tickets are sold

1.1. AIR COMPARISONS

You can search multiple options for air and build an air comparison of up to 4 different itineraries on one client document. You can search multiple options for air and build an air comparison of up to 4 different itineraries on one client document. Air comparisons can be sent directly from ADX or downloaded as a PDF.

The screenshot displays the ADX interface for an air comparison. At the top, there are navigation tabs: ADX, Partners, Clients, Resources, and Bookings. A search bar contains the text "Cruise ID, ADX Ref, PNR, or Invoice #". The user's name "Anna Kulej" is visible in the top right.

A price summary bar at the top shows three fare options: USD \$1,990.42, USD \$3,226.40, and USD \$8,494.40. The selected fare is USD \$8,494.40.

The main content area shows two flight legs:

- Los Angeles (LAX) to New York (JFK) - Sun Jun 19**: Total Duration: 5h 18m. Flight details include: UNITED AIRLINES, UNITED AIRLINES 514 | Flight 514, Aircraft: Boeing 757-300, Cabin Type: Business, Class: C, Brand: FIRST OR BUSINESS, Meal: Breakfast, Baggage Allowance: 2 Pieces/Passenger. Depart: Sun Jun 19 at 08:10am, Terminal: 7, Arrive: Sun Jun 19 at 04:28pm, Terminal: 7, Duration: 5h 18m.
- New York (JFK) to Los Angeles (LAX) - Sat Jun 25**: Total Duration: 6h 00m. Flight details include: UNITED AIRLINES, UNITED AIRLINES 515 | Flight 515, Aircraft: Boeing 757-300, Cabin Type: Business, Class: D, Brand: FIRST OR BUSINESS, Meal: Lunch, Baggage Allowance: 2 Pieces/Passenger. Depart: Sat Jun 25 at 10:00am, Terminal: 7, Arrive: Sat Jun 25 at 01:00pm, Terminal: 7, Duration: 6h 00m.

Alternate Fares

City Pair	FIRST OR BUSINESS	FIRST OR BUSINESS FULLY REF
LAX - JFK		
JFK - LAX		
Per Adult	USD \$4,247.20	USD \$4,647.20
Commission	20%	20%

Your Selected Fare

TRAVELLERS	COST PER PASSENGER (INCLUDING TAXES & FEES)
1 passenger Adult	USD \$4,247.20
1 passenger Adult	USD \$4,247.20
Total cost for 2 passengers	USD \$8,494.40

Please be aware that prices are not guaranteed until ticketed. ADX is not responsible for any price changes that occur or any guarantees with regard to pricing, implied or otherwise that you may make to your clients.

Buttons: Cancel, Quote, Quote All, Book.

Fare Rules: ESTIMATED COMMISSION 20% = USD \$1,569.49

1.1.1. Create Multiple Searches

After you run your first search, press the + button at the top of the page BEFORE you press quote, to run your 2nd, 3rd, and 4th searches. Each search option will show in a tab at the top of the page. You can remove any unneeded option by pressing the x in the search box. Once you have all the options built, press the QUOTE ALL button at the bottom of the page to save all the options and send your client the air comparison document. Air Comparisons can be created using both the regular air search as well as direct sell.

The screenshot shows the 'Selected Flights' section with two flight options. A blue '+' button is visible at the top left of the flight list. Below the flight details is an 'Alternate Fares' table with four columns: 'MAIN CABIN', 'MAIN CABIN FLEXIBLE', 'PRET', and 'PRET FLEXIBLE'. The table lists fares for 'LAX - SEA' and 'SEA - JFK' routes. At the bottom, there is a 'Your Selected Fare' section with a table showing the total cost for 2 passengers as USD 9111.08.

Route	MAIN CABIN	MAIN CABIN FLEXIBLE	PRET	PRET FLEXIBLE
LAX - SEA	MAIN CABIN	MAIN CABIN FLEXIBLE	PRET	PRET FLEXIBLE
SEA - JFK	USD 6305.53	USD 6285.53	USD 5764.52	USD 6104.52

Your Selected Fare

Tickets class	USD 9111.08
1 passenger Adult	USD 6305.53
1 passenger Adult	USD 6305.53
Total cost for 2 passengers	USD 9111.08

The screenshot shows the 'AIR SEARCH' interface with various search criteria and filters. The 'FROM' field is set to 'LAX All Airports, Los Angeles United States' and the 'TO' field is 'JFK John F Kennedy International Airport, New York, NY United'. The 'DEPART' date is '08/14/2022' and the 'CABIN' is 'Economy'. There are buttons for 'Save for Later' and 'Search'.

AIR SEARCH

Tip: Picking alternatives? Use your most recent search for quick results: [Use Recent Search Criteria](#)

TRAVELERS: 2 Adults | SEARCH TYPE: Search (selected), Direct Sell

FROM: LAX All Airports, Los Angeles United States | TO: JFK John F Kennedy International Airport, New York, NY United

DEPART: 08/14/2022 | TIME: Anytime | CABIN: Economy | ROUTE VIA: [Empty]

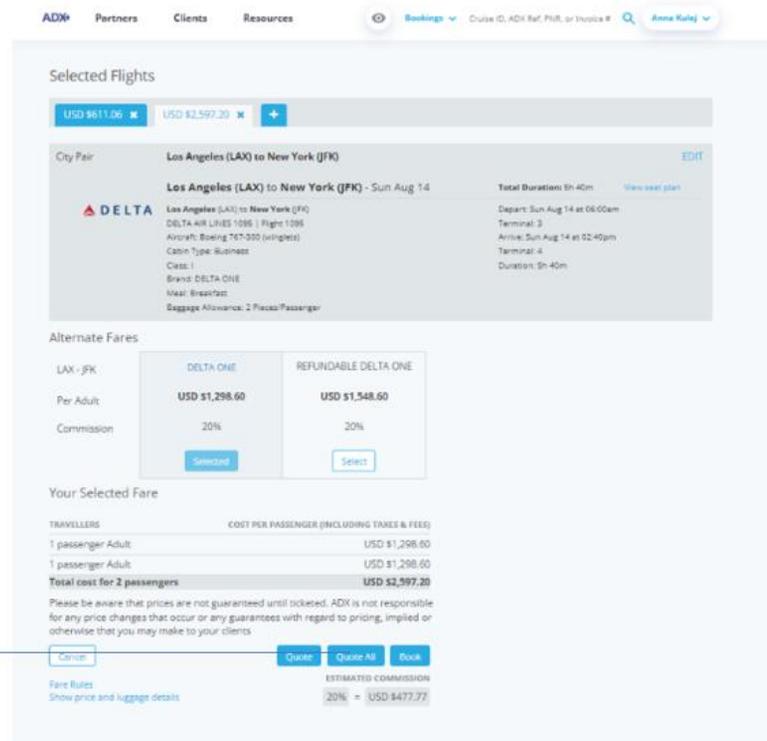
AIRLINES AND ALLIANCES (Optional / Max 3): [Empty] | FARE OPTIONS: Any | STOPS: Any

QUOTE OWNER: Anna Kulej | CURRENCY: \$USD

Buttons: Save for Later, Search, View Saved and Previous Searches

	Steps	 Notes
1.	Press the + button	<ul style="list-style-type: none"> •
2.	Press the +	<ul style="list-style-type: none"> • <i>Opens search box already pre-populated</i> • <i>Can be done with regular search or direct sell</i>
3.	Enter search criteria then press SEARCH	<ul style="list-style-type: none"> • <i>Flow same as search and select in previous sections</i> • <i>Change any criteria that is needed</i> • <i>Use Recent Search Criteria button to return to previous results page without changing anything</i> • <i>Can be done using regular OR direct sell type of search</i>

Repeat this step as many times as you need. Each new search will be a new “tab” at the top. When you have built all of the searches you would like to save to ADX, press the QUOTE ALL button at the bottom of the page.



	Steps	 Notes
4.	Press the QUOTE ALL button	<ul style="list-style-type: none"> • QUOTE will save just the “tab” or search you are currently on • QUOTE ALL will save all tabs • BOOK will take you through the booking flow for the one “tab” or search you are currently on

1.1.2. Access the Air Comparison

Once you have more than one air service on a single ADX reference, you will see a COMPARE button at the bottom of the reference page. This document will be a side-by-side comparison of the air options that you have captured. This document can be customized by adding client information, branding banners on the profile page, as well as adding extra notes. This document can be sent directly out of ADX or downloaded.

ADX Reference —

Multiple air services —

Click v to access Compare Air —

ADX® Partners Clients Resources Bookings Cruise ID, ADX Ref, PNR, or Invoice # Anna Kulej

Multiple Air Services Advisor: Anna Kulej

Sunday, August 14, 2022 - Sunday, August 14, 2022

ADX Ref: 6NAJE [Archive] Copy Quote Link Bookings QUOTE

Trip Client & Travelers Payment Service Fees Manage Refresh Quote

Trip Name Dates

Multiple Air Services 08/14/2022 08/14/2022 Add details/notes

All Services View by:

One-way Los Angeles to New York Rename OFFERED Book Remove

Aug 14, 2022 - Aug 14, 2022

Actions: Select New Flights - Ask Air Support - Seat Plan - Fare Rules

One-way Los Angeles to New York Rename OFFERED Book Remove

Aug 14, 2022 - Aug 14, 2022

Actions: Select New Flights - Ask Air Support - Seat Plan - Fare Rules

Actions: Reorder Services

Client Documents: Insurance offered Update

Compare Flights

Add ADX Service + Add non-ADX Service + Compare Services + Send Itinerary

1.1.3. Review the Air Comparison

The air comparison can be emailed directly out of ADX or downloaded. You can customize the document before sending or downloading.

Define the email content

The screenshot shows the ADX interface with a top navigation bar containing 'ADX', 'Partners', 'Clients', 'Resources', 'Bookings', and a user profile 'Anna Kutz'. A blue link '+ BACK TO ITINERARY' is at the top left of the main content area. The 'Specify Email Contents' section includes fields for 'FROM' (noreply@traveledge.com), 'TO', 'SUBJECT' (Multiple Air Services), and 'BODY' (a text editor with a rich text toolbar and a pre-filled email message). Below this is an 'ATTACHMENTS' section with a 'Flight Comparison Table (See Below)' icon. The 'Customize Comparison Table' section has two columns: 'Included Services' and 'Additional Information', each with a list of items and checkboxes. The 'Financial Information' section has a 'HIDE FINANCIAL INFORMATION' checkbox. The 'Itinerary Notes' section has a text area and a 'PREDEFINED NOTES' list with items like 'Quote', 'Ticketed', 'Air Compare', and 'Hotel Compare'. A 'Save/View Comparison Table Changes' button is at the bottom.

Customize the document to include/exclude services and brand details for each air service

Hide financial information

Add notes or pre-defined notes

Save and preview changes

Trip name editable on the Trip Services page

Logo uploaded in profile

Traveler and advisor information

Side by side flight options

Show/hide rows

Multiple Air Services

TE

IMPORTANT INFORMATION
This Air Itinerary has been sent as a quote for information purposes only. Pricing and availability are not guaranteed until booked and ticketed. We cannot guarantee that these flights or these prices will be available for booking at a later time.

TRIP REFERENCE	GNAJE <small>Generated on: June 10, 2022</small>	YOUR ADVISOR	Anna Kulej
TRAVELERS	<i>No travelers assigned to this itinerary.</i>	EMAIL	Anna.Kulej@traveledge.com
		OFFICE	555-444-5666
		FAX	714-979-6040
		COMPANY	Anna's Travel
		ADDRESS	10 Fun Street New York, New York, 20456, United States

Flight Options

Itinerary Option 1	Itinerary Option 2	
One-Way Trip Los Angeles to New York	One-Way Trip Los Angeles to New York	Hide Row
Adult (*2) USD \$305.53	Adult (*2) USD \$1,298.60	Hide Row
Total USD \$611.06	Total USD \$2,597.20	Hide Row
<small>747 Support USD \$60.00</small>	<small>747 Support USD \$60.00</small>	Show Row
<small>Automatically Added fee USD \$100.00 Fee is non refundable</small>	<small>Automatically Added fee USD \$100.00 Fee is non refundable</small>	Show Row
Grand Total USD \$611.06	Grand Total USD \$2,597.20	
Economy / Class: N	Business / Class: 1	Hide Row
Checked Baggage: Not Included	Checked Baggage: 2 Pieces/Passenger	Hide Row
		Hide Row
<small>See Full Fare Rules & Restrictions (https://clients.traveledge.com/air-fare-rules/2243852)</small>	<small>See Full Fare Rules & Restrictions (https://clients.traveledge.com/air-fare-rules/2243857)</small>	Hide Row
<small>Add Note</small>	<small>Add Note</small>	

Flight details

Flight Details

Los Angeles to New York

Depart Sun 14 Aug Los Angeles

Arrive Sun 14 Aug New York

Duration 11h 15m, 1 Stop

6:25 AM - LAX

5h 25m AMERICAN AIRLINES
Flight AAS29
Economy | Class: N
333

BRAND: MAIN CABIN
BAGGAGE ALLOWANCE: NOT INCLUSIVE

2:50 PM - MIA

2h 52m ~~AMERICAN AIRLINES~~
~~Terminal: Delta Connection~~
~~Legacy~~

5:42 PM - MIA

2h 58m AMERICAN AIRLINES
Flight AA1247
Economy | Class: N
308HG 777

BRAND: MAIN CABIN
BAGGAGE ALLOWANCE: NOT INCLUSIVE

8:40 PM - JFK

Depart Sun 14 Aug Los Angeles

Arrive Sun 14 Aug New York

Duration 5h 40m, Non-stop

6:00 AM - LAX

5h 40m DELTA AIR LINES
Flight DL1005
Business | Class: I
308HG 767

BRAND: DELTA ONE
BAGGAGE ALLOWANCE: 2 PIECES/23KG

2:40 PM - JFK

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