

## PARTIAL EXCHANGE TRANSACTION

Before entering the price quote reissue mask, make sure you have determined the value of each segment, both used and unused. The value should include the fare basis codes, base fare amounts, applicable Q surcharge amounts and applicable stopover and connection indicators for each segment. Also, make sure you have assigned your ticket, invoice and hard copy printers.

For additional information and formats see the *Format Finder*<sup>SM</sup> help system.

### FORMAT

### RESPONSE

WFR(13-digit ticket number)

```
WF WFR          EXCH DATABASE TKT - ELECTRONIC          SCREEN 10
N1.1          SANTOS/LUIS          TKT 0017448161345
```

#### WFR0067310873285

The original ticket information is automatically retrieved from the ticket database, including the base fare and taxes. Specify the transaction type, F, for Flown, and X, for Exchange. Select Next to continue to the Itinerary Calculation screen.

```
ENTER A VALID TRANSACTION CODE X-EXCH/R-REFUND/F-FLOWN
      FLT BK DATE BRDOFF FB/TKT DES STAT CODE
1 AA 5660 V 07SEP PHLSTL VE7D1N USED F
2 O AA 5708 V 10SEP STLPHL VE7D1N OK <X>
```

**Note:** If the original ticket was electronic, any used segments are automatically populated with an F to indicate flown or used.

```
BASE USD          240.00
TAXES 18.00      US          6.20      ZP          14.00      XT
TTL USD          278.20          VALIDATING CXR AA
NEXT <X>          MULTIDOCs < >          QUIT < >
```

The Itinerary Calculation screen displays with some original ticket information and the flown segments' city pair, carrier class of service and departure date populated. The new itinerary segments are also displayed.

```
WF WFRI          ITINERARY CALCULATION - NEW TICKET          SCREEN 20
PSGR TYPE <ADT> SOLD/TKTD <BOSBOS>          PURCH DATE 08FEB04
BASE CURR USD
REISSUE PLCE <BOS>
CXR AA
```

#### System price:

To have the system price the entire itinerary, leave all itinerary fields blank and place a **P** in THE PRICE-P/MANUAL-M field. Enter to continue to the Comparison Summary screen.

```
FB/TKT DES          AMOUNT          BAG ALLOW
1          PHLSTL AA N <VE7D1N          > <120.00          > F
07SEP          Q <          >
2 <O>          STLORD AA Q <NRA14DNR          > <53.02          >
10SEP          NVB <10SEP> NVA <10SEP> Q <          > < >
3 <O>          ORDPHL AA N <LA14QDNNR          > <73.49          >
12SEP          NVB <12SEP> NVA <12SEP> Q <          > < >
```

#### Manual price:

To manually price the entire itinerary, enter the fare basis code, base fare amount, any Q surcharge amount and applicable stopover (O) and connection (X) indicators for each segment. Place an **M** in the PRICE-P/MANUAL-M field. Enter to continue to the Comparison Summary screen.

```
ADDL FARE CONSTRUCTION < >
PRICE-P/MANUAL-M <M>          QUIT < >
```

**Note:** If the fare is a **through fare**, you must place the connection indicator (X) on the continuing segment or the system requires you to place a base fare amount on each segment. If there is a **fare break point**, you must place the stopover indicator (O) on the continuing segment so the system allows you to place a base fare amount on each segment.

For more complicated partial exchanges that require you to manually enter fare calculation indicator codes such as mileage surcharges or differentials, place an X in the ADDL FARE CONSTRUCTION field in addition to an M in the PRICE-P/MANUAL-M field.

**Note:** Whether the system prices the itinerary or you manually enter the fare data, **the fare is not guaranteed**. The ticket prints with the code indicating it was agent priced.

