RE-ISSUE/EXCHANGE E-TICKETS
**SCENARIO # 01**

**No Additional Amount Charged:**

Complete the following steps

- **Step 01** - Retrieve The PNR.
- **Step 02** - Change The Flights
- **Step 03** - Update TST With New Flights **TTU/S2,3/T2**
- **Step 04** - Remove Unwanted Flights
- **Step 05** - Update The Passenger TST For Exchange **TTK/EXCH/T1** Or **TTI/EXCH/T1**.
- **Step 06** - Update The TST With Not-Valid-Before-After Date **TTK/Vxxxx**
- **Step 07** - Update Fare Basis **TTK/T1/B**
- **Step 08** - Update Baggage allowance **TTK/T1/A**
- **Step 09** - As No commission on Re-issue FM should be ZERO **FM0/S4-5**
- **Step 10** - Cancel **FA** or **FHE** and also FP line and than enter or Modify FP line

  - **FPO/AGT+/AGT/S4-6** Update New FP line
  - OR
  - **12/O/AGT+/AGT/S4-6** Update using FP line update

- **Step 11** - Automatically create the FO element

  - **FO**
  - OR
  - **FO*L7-FA** line number

- **Step 12** - Display E-ticket image using **TWDRT** or **TWD/TKT111-0000000**
- **Step 13** - Remove the PNR change flag and issue the ticket

  - **TTP/F/Vxx/S3-9/P1.**

*Amadeus Re-issue/Exchange E-Tickets*
**SCENARIO # 02**

**Additional Amount Charged:**
Complete the following steps

- **Step 01** - Retrieve The PNR.
- **Step 02** - Change The Flights
- **Step 03** - Update TST With New Flights TTK/S2,3/T2
- **Step 04** - Remove Unwanted Flights
- **Step 05** - Update The Passenger TST For Exchange TTK/EXCH/T1 OR TTI/EXCH/T1
- **Step 06** - Update The TST With Not-Valid-Before-After Date TTK/Vxxxx
- **Step 07** - Update Fare Basis TTK/T1/B
- **Step 08** - Update Baggage allowance TTK/T1/A
- **Step 09** - Update Total amount of additional collection TTK/T1/TPKR10200
- **Step 10** - Update New Base Fare TTK/T1/RPKR55000
- **Step 11** - Update Taxes TTK/T1/XPKR5200UB
  Note: Old taxes in the currency of country of origin. O-OLD tax. New taxes in the currency of country where the reissue takes place. X-NEW TAX.
- **Step 12** - Update TST fare calculation taken from the ticket image, include the date of the first flown segment including the year.

**Example for Step 09 to 12:**

**ADDITIONAL COLLECTION**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>OLD BASE FARE:</td>
<td>PKR 50000</td>
</tr>
<tr>
<td>NEW BASE FARE:</td>
<td>PKR 55000</td>
</tr>
</tbody>
</table>

**OLD TAXES:**

| PKR 1000SP  |
| PKR 3240RG  |
| PKR 1848AE  |

**NEW TAX:**

| PKR 5200UB  |

**THE ADDITIONAL COLLECTION IS THE DIFFERENCE IN THE BASE FARE + TAX FARE e.g.**

\[ 55000 - 50000 = 5000 \text{ (DIFF IN BASE FARE)} \]
\[ + 5200 \text{ (NEW TAX)} \]

\[ \text{-----} \]

| PKR 10200 TOTAL ADDITIONAL COLLECTION |

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- **Step 13** - As No commission on Re-issue FM should be ZERO FM0/S4-5
- **Step 14** - Cancel FA or FHE and also FP line and than enter or Modify FP line
  
  FPO/AGT+/AGT/S4-5 -------- Update New FP line
  
  OR
  
  12/O/AGT+/AGT/S4-5 ------ Update using FP line update

- **Step 15** - Automatically create the FO element
  
  FO*

  OR

  FO*L7-FA line number

- **Step 16** - Display E-ticket image using TWDRT or TWD/TKT111-0000000

- **Step 17** - Remove the PNR change flag and issue the ticket TTP/F/Vxx/S3-9/P1.

*Amadeus Re-issue/Exchange E-Tickets*