I. FLIGHT

The tab is located on the left-hand side of the screen. It allows to easily and quickly find flights all over the world. It contains low-cost, regular and charter airlines.

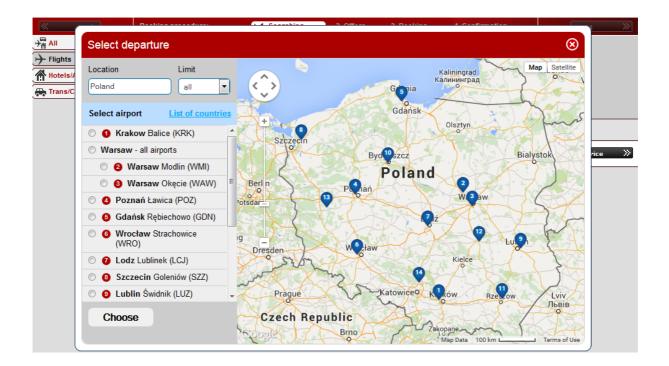
1. Activation

In order to activate flight search engine, in the ADMIN tab provide your credentials

2. Search criteria

The search engine allows to find round trips, combined flights, where you can define particular departure and arrival airports.

The search engine contains basic criteria for defining the flight route. The departure and arrival airports may be defined by typing the city, airport code or using the map, where you provide city (list of airports in the city with their location will be displayed) or country (list of airports with their location will be displayed). To get more results, it is possible to change search radius, its range is 50-500 km.



Using remaining fields it is possible to define departure and return dates and hours, class, flight type (regular, low-cost, charter) and number of passengers.

NOTICE: choosing 'Youth' it is not possible to select adult at the same time (Youth Tariff)

It is possible to narrow down the results only to direct flights and select carrier from the list.

Using '+/- 3 days' option it is possible to extend the scope of search criteria for 3 days from departure and return date, and the results will be presented in the form of a table (calendar shopping) After pointing any offer, the information about the cheapest offer will be displayed.

Number of stops	~	Bookin	g proced	ure: 1	. <u>Searching</u>	2.01	ffers	3. Book	king	4. Confirm	ation			Next	\gg
No stops	101 EUR	Compare	e ofers +	/- 3 days (in EUR)											~
 max 2 switch Any 	101 EUR 101 EUR	Departure	Return	Su 20.09	Mo 21.09		Tu 22 .	09 W	'e 23.09	Th 2	4.09	F	r 25.09	:	Sa 26.09
Type of airline	^	Su 13.09		211	158		1	58	158		180		190		173
Regular airline Low cost airline	(93) s (9)	Mo 14.09		162	109		1	09	109		126		140		124
Maximum price	· (3)	Tu 15.09		162	109		1	09	109		126		140		124
Total	-	We 16.09		154	101		1	01	101		107		133		116
Departure date		Th 17.09		474	202		4		101		107		133		116
16.09.2015	EUR	Fr 18.09			cław 19:05 - London				109		102		140		124
Departure	^	Sa 19.09	RYANA	WR Return: Londor	08:35 - Wrocław 11:	45 (Ryana	ir), st	ops: 1	109		126		140		124
Departure time	-	Lowest	price on	the list: 101.00 EU	R										
Landing time	•	Cheapes	st conne	ctions on given da	tes							Wro	ocław -	London - V	Vrocław
-	-		<u>Airline</u>	Departure	Arrival	time Class	VIA	Departure	Arriva		time Class	VIA		<u>Price</u> ▲	
Flight time	16h 45'			Departure We 16.0	9.2015	01000		Return We 23.09	9.2015		0,000				
Change time	13h 30'		YANAIR	Wrocław (WRO) time: 19:05	London (STN) time: 20:15	2h 10' Lowest	0	London (STN) time: 08:35	Wrocł time: 1	aw (WRO) 1:45 🕼	3h 10' Lowest	0	0 1	01.00 EUR	. Ж. Р

NOTICE: '+/- 3 days' option is only available when BFM is active

3. List of results

Return

+ i • @

PYANAIP

Wrocław (WRO)

time: 07:00

London (STN)

time: 08:10

<u>í a</u>

The list of results is presented in the form of a table containing all the necessary information about flights, and filters on the left which allow to narrow down the received results. In filters it is possible to choose only direct flights, select number of switches, type of connection, departure and arrival hour with switch time, class and particular airline. Using the slider, you may specify maximum price of offers to be presented.

2h 10'

Lowes

0

London (STN)

time: 08:35

Wrocław (WRO)

ime: 11:45

3h 10'

Lowest

0

101.00 EUR

📩 R

The list of results contains basic information referring to a specific offer, starting with whether it is a low-cost, regular airline or charter, what is indicated by the icon nest to the price (L – low-cost, R – regular, C – charter) and the highlight color (Low-cost – orange, Regular – green, Charter – blue).

Next to the carrier logo there are 4 icons:

- add to comparison,
- terms and conditions,
- more details,
- map with marked flight route.

+ i • •	RYANAIR	Wrocław (WRO) time: 19:05	London (STN) time: 20:15 (2h 10' Business 0)	London (STN) time: 20:40	Wrocław (WRO) time: 23:50	3h 10' Business	0	0	196.58 EUR	+ ₩ R
+ i ▼ ∰	RYANAIR	Wrocław (WRO) time: 07:00	London (STN) time: 08:10 (2h 10' Business 0)	London (STN) time: 08:35	Wrocław (WRO) time: 11:45	3h 10' Business	0	0	196.58 EUR	₩ R
+ i ▼ 63	RYANAIR	Wrocław (WRO) time: 07:00	London (STN) time: 08:10 (2h 10' Business 0)	London (STN) time: 20:40	Wrocław (WRO) time: 23:50	3h 10' Business	D	0	196.58 EUR	₩ R
+ i ▼®	ொ	Wrocław (WRO) time: 21:00	London (LHR) time: 09:25	13h 25' 0 1	1	London (LHR) time: 06:30	Wrocław (WRO) time: 14:25	7h 55' O	1	R	204.08 EUR	₩ R
+ i ▼ 63	ொ	Wrocław (WRO) time: 21:00	London (LHR) time: 09:25	13h 25' U 1	I	London (LHR) time: 06:30	Wrocław (WRO) time: 11:30	5h Ս	1	R	245.04 EUR	₩ R
+ i ▼ ∰	ொ	Wrocław (WRO) time: 21:00	London (LHR) time: 09:25 (13h 25' U 1	I	London (LHR) time: 06:30	Wrocław (WRO) time: 23:40	17h 10' U	1	R	245.04 EUR	₩ ₩
+ i • •	ொ	Wrocław (WRO) time: 05:50	London (LHR) time: 09:25	4h 35' U 1	I	London (LHR) time: 06:30	Wrocław (WRO) time: 17:25	10h 55' U	1	R	245.04 EUR	₩ ₩

NOTICE: after pointing the price, all the price details will be displayed: tariff, fees, mark-up.

+ i ▼ 63	RYANAIR	Wrocław (WRO) time: 07:00	London (STN) time: 08:10 (2h 10' Business	0	Londo time: 08	n (STN) 3:35	Wrocław (WRO) time: 11:45		h 10' siness	0	0	196.58 EUR	⁺ R
+ i ▼ ∰	RYANAIR	Wrocław (WRO) time: 07:00	London (STN) time: 08:10 🏾	2h 10' Business	0	Londo time: 20	on (STN)):40	Wrocław (WRO) time: 23:50		h 10' siness	0	0	196.58 EUR	₩ ₩ R
+ i ▼∰	ொ	Wrocław (WRO) time: 21:00	London (LHR) time: 09:25	13h 25' O	Pr	ice deta	ails		Regu	lar line	R	R	204.08 EUR	₩ ₩ R
+ i = #	POLISHIE LINIE LOTWICZE	Wrocław (WRO)	London (LHR)	13h 25'	Pas	ssenger	Fare	Taxes and surch	arges	Price	/prs		245.04 EUR	🔹 R
▼ 675		time: 21:00	time: 09:25 🏾 節	U	ad	ult	57.00 EUR	97.0	8 EUR	154.08	EUR		243.04 EUR	_ ب
+ i ▼ ∰	ொ	Wrocław (WRO) time: 21:00	London (LHR) time: 09:25 (13h 25' U				h	largin:	50.00	EUR	R	245.04 EUR	+ ₩ R
ŧ۵		Wrocław (WRO)	London (LHR)	4h 35'					Total:	204.08	EUR	0	245.04 EUR	🐈 R
		time: 05:50	time: 09:25 🏾 🍙	U	_			uno. 11.20 1					240.04 2010	÷.
+ i = #	டு	Wrocław (WRO) time: 21:00	London (LHR) time: 09:25	13h 25' U	1	Londo time: 10	n (LHR)):15	Wrocław (WRO) time: 23:40	1:	3h 25' U	1	R	245.04 EUR	₩ ₩ R

On the list of results, the information regarding carrier, departure and arrival airports, departure and arrival hours, flight duration, class, number of switches, total price with fees and mark-ups, and the information whether the price contains registerd luggage (detailed information about luggage weight available in carrier's Terms and conditions) displayed as a luggage icon.

Wrocław (WRO) time: 07:00	London (STN) time: 08:10 (2h 10' Business 0	London (STN) time: 08:35	Wrocław (WRO) time: 11:45	3h 10' Business 0	0	196.58 EUR	+ ₩ R
Wrocław (WRO) time: 07:00	London (STH) time: 08:10	2h 10' Business 0	London (CTN) time: 20:40	Wrosław (WRO) time: 23:50 🏾 🏠	3h 10' Business 0	0	196.58 EUR	∳ R
Wrocław (WRO) time: 21:00	London (LHR) time: 09:25	rice includes che	cked luggage due	e to carrier rules	7h 55' O 1	ß	204.08 EUR	₩ R
Wrocław (WRO) time: 21:00	London (LHR) time: 09:25 (🗎)	13h 25' U 1	London (LHR) time: 06:30	Wrocław (WRO) time: 11:30	5h U 1	ß	245.04 EUR	₩ ₩ R
Wrocław (WRO) time: 21:00	London (LHR) time: 09:25	13h 25' U 1	London (LHR) time: 06:30	Wrocław (WRO) time: 23:40	17h 10' U 1	R	245.04 EUR	₩ R

NOTICE: not all offers include registered luggage in the ticket price, which is presented as a crossed luggage icon.

+ i ▼ 53	RYANAIR	Wrocław (WRO) time: 07:00	London (STM time: 08:10	I) (Ê)	2h 10' Business	0	London (STN) time: 20:40	Wrocław (WRO) time: 23:50	3h 10' Business 0	0	196.58 EUR	+ ₩ R
+ i ▼ 53	டு	Wrocław (WRO) time: 21:00	London (LHI time: 09:25) 🍙	13h 25' O	1	London (LHR) time: 06:30	Wrocław (WRO) time: 14:25	7h 55' O 1	R	204.08 EUR	+ R
+ i ▼ ∰	டு	Wrocław (WRO) time: 21:00	London (LHI time: 09:25) III N	lo free check	ed b	aggage allowed /	No information abo	ut checked bag	gage	245.04 EUR	. ₩ R
+ i ▼ ∰	டு	Wrocław (WRO) time: 21:00	London (LHF time: 09:25	2) (M)	13h 25' U	1	London (LHR) time: 06:30	Wrocław (WRO) time: 23:40	17h 10' U 1	R	245.04 EUR	. ₩ R
+ i ▼ 53	டு	Wrocław (WRO) time: 05:50	London (LHF time: 09:25	2) (1)	4h 35' U	1	London (LHR) time: 06:30	Wrocław (WRO) time: 17:25	10h 55' U 1	ß	245.04 EUR	₩ R

After expanding the details of an offer, you will receive the information regarding departure and arrival hours, flight number, aircraft (depends on the carrier), class, number of seats (depends on the carrier), facilities included in the price (meals, luggage, etc.), tariff and detailed price constituents. In case of offers with switches, the offer details contain information regarding switch airport and time between flights.

+i ₹∰	Wrocław (W time: 07:00	/RO)	London (STN) time: 08:10 (🗎)	2h 10' Business	0	London (S time: 08:35	TN)	Wrocław (Wł time: 11:45	RO) (Ê)	3h 10' Business	0	0	196.58	EUR	+ ₩ R
	Wrocław (W time: 21:00	/RO)	London (LHR) time: 09:25	13h 25' O	1	London (L time: 06:30	HR)	Wrocław (Wł time: 14:25	RO)	7h 55' O	1	ß	204.08	EUR	. ₩ R
	Arrival: Flight no.: Airline carrie Seats left: 2	We 16. Warsa We 16. LO386 r: LOT Facilit gage: (e to car	ies: Refreshment / c price includes 0 pcs rier rules	omplimentar	·	Arrival: Flight no.: Airline carri Seats left: 1	We 23 Warsa We 23 LO280 er: LOT Facili ggage: e to ca	ties: Meal price includes rrier rules	6:30 (W) 0:00 : 734		h 30'	Fare Taxe	s and harges: jin:	57 97 50	7.00 EUR 7.08 EUR 0.00 EUR 4.08 EUR
			w Okęcie (WAW)	9	h 45'	iumir couc	. 0201								
	· Arrival: I	Th 17.0 Londo	w Okęcie (WAW) 9.2015 time 07:40 n Heathrow (LHR) 9.2015 time 09:25	2	'h 45'	Departure: Arrival:	We 23 Wrocł	aw Okęcie (WA .09.2015 time 1 aw Strachowie .09.2015 time 1	3:30 ce (WR	80)	55'				
	Airline carrie Seats left: 2	r: LOT Facilit gage: (to car	ies: Meal price includes 0 pcs rier rules	of checked			er: LOT Facili ggage: e to ca	ties: Refreshm price includes rrier rules	ent / co	omplimentary	/				
	Wrocław (W time: 05:50	/RO)	London (LHR) time: 09:25 🍙	4h 35' U	1	London (L time: 06:30	HR)	Wrocław (Wł time: 11:30	RO)	5h U	1	ß	245.04	EUR	₩ ₩
	Wrocław (W time: 05:50		London (LHR) time: 09:25 🏾 🏠	4h 35' U	1	London (L time: 06:30	HR)	Wrocław (Wł time: 23:40	RO)	17h 10' U	1	ß	245.04	EUR	. ₩ R

4. Booking form

After entering the booking form, once more the offer details are displayed. Additionally, there are icons for Terms and conditions, map with marked route and the deadline before which the ticket has to issued (only regular airlines). Underneath the date, the price details with fees and mark-ups are presented (details may be hidden with the arrow icon, only the total price will be visible then).

GPS The ticket ha	s to be issued by 14.07.2015 1	14:00. The deadline can be changed by the carrier.	
Price details			
Person	Fare	Taxes and surchar	jes Total price
Adult	69.00 EUR	126.04 E	UR 195.04 EUR
		Total price for all passeng	ers 195.04 EUR
_		Booking cha	rge 50.00 EUR
			tal 245.04 EUR
Passengers		Price details	* Required fields (Correct date format: DD.MM.YYYY)

The form, where you have to provide passenger's details and the details of the person/office making the booking (invoice will be issued on the person/office making the booking) is located underneath the price details.

In case of regular airlines, it is possible to choose the form of payment, credit card or bank transfer.

For low-cost offers, apart from above described details, also available are additional information from carrier and additional services such as luggage or seat selection.

Please note! There are	additional restrictions:		
 ticket return is not allow 	uring the booking process ved	vided by the carrier (including: check-in, meals, registered luggage, boarding	priority)
GPS			
Additional services			
1. Passenger			
Number of bags: Number of ba	gs to be checked in (e.g. 2)	none bag 🗸 🗸	
Departure: seat selection (Fligh	t no.: FR9685)	select 🗸	
Return: seat selection (Flight no	.: FR9602)	select -	
Price details			Lowcost 🚺
Person	Fare	Taxes and surcharges	Total price
Adult	59.98 EUR	0.00 EUR	59.98 EUR
		Total price for all passengers	59.98 EUR
		Administration Fee	2.00 EUR
		Booking charge	50.00 EUR
		Total	111.98 EUR

NOTICE: at the top of the form, underneath the price, there is a button 'markdown/markup' button, which you can use to set the mark-up for this very booking.

						Total price: 111.98 EUR Markdown/Markup
						Overall Travel Time: 2h 45'
CIA) ne. 17:05	Arrival:	Madrid Barajas (MAD) We 16.09.2015 time. 19:50		Airline carrier: Ryana Flight number: FR968		time: 2:45 Class: Lowest Fare
						Overall Travel Time: 2h 30'
MAD) ne. 13:30	Arrival:	Rome Ciampino (CIA) We 23.09.2015 time. 16:00		Airline carrier: Ryana Flight number: FR960		time: 2:30 Class: Lowest Fare
credit card g the booking proces l arged for the addition		ided by the carrier (including: che	ck-in, meals,	registered luggage, bo	arding priority)	
	Margin		×			
	Summary					
		Margin: 50.00 per ticket	- I			
to be checked in (e.g.	2	Price without margin: 61.98 EU Price including margin: 111.98 EU Return] –		
).: FR9685)		Ketum		•		
R9602)			ealact	_	1	

5. Booking list

After making the booking, it is visible in the booking list. You need to remember that the booking is not a ticket yet, that is why it is not possible to get any flight documents directly from the system, and such information is displayed when you try to open the document.



After making the booking of a regular airline, confirmation email is sent to the Consolidator, Agent and Customer. When the Consolidator will process the booking, the ticket is sent to the Customer via email.

NOTICE: in case of regular airlines, it is possible to void the booking, unless the ticket has been already issued. In order to void the booking, display it from the booking list and select 'Cancel' at the bottom. It will open the window where you have to enter the name and cancellation reason.

		Taxes and surcharges	
1	Cancellation		
			Ъ
	Canceling person:		ŀ
	Reason of cancellation:	Payment not valid 👻	Ŀ
1	Are you sure you w	Payment not valid Fare changed	E
	Yes	Suspected fraud CC billing address not valid	l
h	e deadline can be chang	Test booking	1
		Void ticket other	

It is also possible to issue the ticked directly from the system. To do so, display the booking and press 'Issue ticket' button, you will be redirected to the payment form where you will provide credit card details.

6. MULTI TICKETING

We are the first to introduce the possibility to combine regular flights with low-cost in one search. The solution called 'Multi Ticketing' allows you to book a regular flight on one stage and low-cost on the return flight or mix two low-cost offers with different class. In order to find such a combination, select 'Multi Ticketing option' and search for offers.

К Вас	:k	Booking procedure:	► 1. Searching	2. Off	ers 3. Boo	oking 4. (Confirmation	Next
→ <mark>帚 All</mark>	🔘 Return fli	ght 🔿 Single flight 🔿 I	fulti legs 💿 Multi Ticketing					
+ Flights	Departure fro		Destination		Departure date	Time of day	Return date	Time of day
Hotels/App	Wrocław - St	rachowice (WRO), Poland	Paris - all airports		24.09.2015	Any	01.10.2015	Any
Trans/Car	Class	Type of airline	Adults Youth C	hild > 2y	Child < 2y 🗸	Search +/- 3 day	Airline carrier	
	Any	- Any - 🖃	1 • 0 • (0 🗸	0 🗸 💽	Only direct flights		•
	Set price lim	nit: 🔿 per person 🍥 for a	Il users Price from O EUF	2			20000 EUR and mo	re
	Favourite	- 🗐 👘	Clear			Sear	h the Hour	Search the Price

Multi Ticketing offers are marked with a grey 'M' letter and logos of both carriers are visible.

													Cart no. 3	4			C	hange .
Book	king procedu	re: 1.	<u>Searching</u>	▶ 2. Off	ers	3. Bookir	ıg 4. Confirr	nation			Next	\gg	→ 	A Hotel	Trans	Car		7
Chea	pest connect	tions on given dat	es						1	Wroc	ław - Paris - W	/rocław	Flight	moter		Car	Parking	Insurance
	Airline	Departure	Arrival	time Class	VIA	Departure	Arrival	time Class	VIA		<u>Price</u> ▲		Delete		Туре	<u>Offer</u>	P	rice <u>Status</u>
		Departure Th 24.0	9.2015			Return Th 01.10.	2015						Dele		New			lanage 👋
+ i ▼ 33	RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15 🏼 🍘	2h 5' Lowest	0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	100.53 EUR	. ₩ R						
+i ▼@	RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15 (🗎)	2h 5' Business	0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Business	0	0	187.10 EUR	. ₩ R						
+ ₽	RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Business	0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Business	0	0	187.10 EUR	. ₩ R						
+=63	RYANAIR RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Lowest	0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	150.61 EUR	• R						
+ i ⊽@	RYANAIR RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Lowest	0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	168.17 EUR	t R						
+ :	RYANAIR RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Lowest	0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	176.47 EUR	÷ R						
+ i ▼ 63	RYANAIR RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15 🕼	2h 5' Lowest	0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	176.47 EUR	👷 R						
+ i ▼ ∰	RYANAIR RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Lowest	0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Business	0	0	192.96 EUR	R R						
+ 1	RYANAIR RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Business	0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0		R R						
+ :	🕑 Lufthansa	Wrocław (WRO) time: 16:55	Paris (CDG) time: 23:00	6h 5' K	1	Paris (CDG) time: 06:45	Wrocław (WRO) time: 12:35	5h 50' K	1	ß	245.00 EUR	. ₩ R	-					

After pointing on the price, detailed information will be displayed including basic price, fees and mark-ups.

+ i • 🚥	annone RTANAIR	Wrocław (WRO) time: 09:00	Paris (CDG) time: 19:45		10h 45' X	Price deta	iils		Mix M	0	257.23 EUR	🔹 R
+ i - 🚥	POINT POINT	Wrocław (WRO)	Paris (CDG)	_	7h 15'	Passenger	Fare	Taxes and surcharges	Price/prs	M	257.23 EUR	🕂 R
		time: 09:00	time: 16:15	(х	adult	120.00 EUR	19.59 EUR	139.59 EUR	٣.		
+i ▼©	⊙ Lufthansa	Wrocław (WRO) time: 06:35	Paris (CDG) time: 14:50	â	8h 15' L			Margin:	50.00 EUR	R	309.06 EUR	, + ₩ R
+ i • •	⊙ Lufthansa	Wrocław (WRO) time: 19:15	Paris (CDG) time: 22:45	â	3h 30' T			Total:	189.59 EUR	R	310.72 EUR	. ₩ R
						Passenger	Fare	Taxes and surcharges	Price/prs	-		
+i •••	⊘ Lufthansa	Wrocław (WRO) time: 19:15	Paris (CDG) time: 22:45	-	3h 30' T	adult	-1.95 EUR	0.00 EUR	17.64 EUR	R	310.72 EUR	.₩ ₩
ŧ١		Wrocław (WRO)	Paris (CDG)		8h 10'			Margin:	50.00 EUR	0	310.72 EUR	. ₩ R
▼ 🖽	C caranaa	time: 14:35	time: 22:45	Ô	т			Total:	67.64 EUR	۳	510.72 LUK	<u>،</u> شر
+ i • #	⊘ Lufthansa	Wrocław (WRO) time: 06:35	Paris (CDG) time: 10:45	â	4h 10' T	1	06:45	time: 13:50 (🗎)	к ²	R	310.72 EUR	⁺ R

NOTICE: Multi Ticketing offers cannot be booked in a traditional way, only using the cart. Offers have to be added to a cart and then each booking has to be made separately.

													Cart	10. 34				Cha	ange	•
Book	king procedu	re: 1.	Searching	▶ 2. (Offers	3. Book	ing 4. Confirm	nation			Next	>>) Flig			rans	Car	Parking		7 rance
Cheap	pest connect	ions on given dat									law - Paris - V	Vrocław						E anting		
	Airline	Departure	Arrival	time Class	VIA	Departure	Arrival	<u>time</u> Class	VIA		<u>Price</u> ▲		Delet	е Тур	e <u>Off</u>	<u>er</u>			Price	Status
		Departure Th 24.0	9.2015			Return Th 01.10	.2015									cław -				
+ i • ©	RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Lowes	t ⁰	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	100.53 EUR	🐮 R)		9 - 24. 0 - 14:		86.0	7 EUR	NB
+ i • G	RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Busines	s 0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Business	0	0	187.10 EUR	🐈 R	×)	- 01.1	is - Wr 0 - 01.	10	67.6	4 EUR	NB
+ i • ©	RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15 (2h 5' Busines	s 0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Business	0	0	187.10 EUR	‡ R			14:4	0 - 16:		n cart: 153.7		
+ i V (1)	RYANAIR RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Lowes	t ⁰	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	150.61 EUR			elete		ew]	Ма	nage	»
+ i • 03	RYANAIR RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Lowes	t ⁰	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	168.17 EUR	Cart								
+ i • 03	RYANAIR RYANAIR	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Lowes	t 0	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	176.47 EUR	R R								
+ i - 63	RYAMADE RYAMADE	Wrocław (WRO) time: 12:10	Paris (BVA) time: 14:15	2h 5' Lowes	t ⁰	Paris (BVA) time: 14:40	Wrocław (WRO) time: 16:35	1h 55' Lowest	0	0	176.47 EUR	🔹 R								

ADMIN:

7. Activation – passwords (for IATA members)

In order to activate flight section, go to ADMIN->Flights->Passwords, select 'Change' next to SABRE GDS and fill in the data.

SabreVacations	asket 💍 Admin	SlideMax						
	Log out					Ag	ency: 913278001 W3	57PLF
Tour Operators	Settings	s A	gents	Passwords	Margin	s	Flights	
Settings	Passwor	rds						
Password editor								
Sabre (ATTA Sabre GDS	PASSWORD: W IPCC: N SESSIONS: 5 QUEUE_B2B: 1 QUEUE_B2C: 2 SEARCH: (EMAIL_PDF: (BFM_RESULTS: (B2B_FULL_BA: (7971 vs061012 VJ2G 50 100 200 AirLowFare [?] @ MerlinX [?] Trip 50 [?] @ 100 [?] @ Turned off @ Tur Turned off @ Tur	oCase [?] © 200 [?] med on	× (BFM) [?]	Save		Change	Agents
travel fusion	PAY:			TRANSACTION_F	EE:		Change	e Agents

NOTICE: to activate ticket issuing directly from the system, please provide "Printer' and 'Ticket Stock' details

'Flight' tab will only work and display offers if in Admin->Tour Operators tab providers of regular and low-cost carriers, that is SABRE GDS and TRAVELFUSION will be enabled.

SabreVacations \! Basket	🐣 Admin SlideMa	×				
	Log out				Agency: 913278001 W357PLF	
Tour Operators	Settings	Agents	Passwords	Margins	Flights	
List of touroperators					Select operators to be ac	tivated.
Hotel service providers						
Bonotel Exclusive Travel	🗹 Ex	pedia	🗹 Goglobal		🗹 GTA	
V Hotel Beds	V Ho	telsPro	Jac Travel		LowCost Beds	
MTS	V Re	stel				
Tour Operators						
A2B Transfers	V A	a Travel transfers	Conect	_	V Holiday Taxis	
Rentalcars	V Sa	bre GDS	TravelFusion			
Touroperators with no data						
ADAC	V Me	ier's Weltreisen				
Clear	Select all				Save	»

8. Blacklist

There is a possibility to add particular airlines to so called 'Blacklist' which will cross-out their offers from the search results.

SabreVacations We Bas	ket 💍 Adı	nin SlideMax									
	Log out							_	Agency: 913278001 W	357PLF	
Tour Operators	Setti	ings	Agents	Passw	ords		Margins		Flights		
Settings	Pass	swords									
Number of scans											
Scan limit			Limit used	I		Action after used I				it	
Sabre GDS (XSAB):	5000			2560 / 5000		© c	Continue scanning	0	additional fee		
TravelFusion (XTVF):	5000			2560 / 5000		© c	Continue scanning	0	additional fee		
Providers available											
Sabre GDS (XSAB)					TravelFusio	n (XT	VF)				
Blacklist											
Tour Operator					Disa	bled	Airlines				
Sabre GDS		PEGASUS	Choo 40-M	ose from list ose from list file Air Aerodynamics			Add	Ί			Save
TravelFusion		Ryanair(FR)	ASK	Wings Y Airlines							Change
Preferable airlines				kan-Avia a Airways							
Operator		Airline	fre Aege	ean			5	Sto p)	Offer	amount
Basic parameters for p	rice calculatio			Arann Lingus							
				otuy	ompany Nigeria						
Default v	alue 50 EUR	1	Aero	Express Del E -Charter Ukrain	cuador			T	Show on the 2 step	v	
			Aero								
Default v	alue 0 EUR	1		caribbean					Show on the 2 step		
			Aero	flot	20	-					
Default value 0 EUR 🅜		_Add	Aerolineas Argentinas 🔻								

9. Margin

In this section it is also possible to add default margin value, which will be added to any offer found, no matter what type of offer, carrier, route it is. Here you can specify whether the margin will be added to the price on the list of results (2nd step) or on the booking form (3rd step).

Basic parameters for price calculation		
	Margin	
Default value 50 EUR 🥜	Type perticket 👻	Show on the 2 step
	Markdown	
Default value 0 EUR	Type per booking 👻	Show on the 2 step
	Commission	
Default value 0 EUR 🥜	Type per booking 👻	

Moreover, it is possible to define specific criteria for margin for which the amount will be added.

Туре	Tour Operator	Airline	Type of airline	will be taken from: '	to	Class	Price range	time	Value	
Margin 👻	Any 👻	Choose fr 👻					from 0 to 0	from to	0 EUR 🗸	 ➡ ■ ■ ■
Add anot	her group									

Selecting '+' icon, advanced settings will be displayed, where you can define margin for specific offer type, tariff and class separately.

Margin Any Choose fir Image Image	Value
Adult % Child % Infant % Adult % Child % % Infant % Adult % % <th>EUR 🗸 📮</th>	EUR 🗸 📮
Public fare Adult % Child % Infant % Adult % Child % Infant Adult % Child % Infant % Adult % Child % Infant Specific classes Set for all classes % ~ Class A % Class B % Class C % Class D % Class F Class G % Class H % Class I % Class J % Class K % Class L	
Adult % Child % Infant % Adult % Child % Infant Specific classes Set for all classes % Class F Class A % Class B % Class I % Class J % Class K % Class L Class G % Class H % Class I % Class J % Class K % Class L	% 🗸
Specific classes Specific classes Set for all classes % ~ Class A % Class B % Class C % Class D % Class E % Class F Class G % Class H % Class I % Class J % Class K % Class L	
Class A % Class B % Class C % Class D % Class E % Class F Class G % Class H % Class I % Class J % Class K % Class L	% 🗸
Class A % Class B % Class C % Class D % Class E % Class F Class G % Class H % Class I % Class J % Class K % Class L	
Class G 🕺 🗸 Class H 🕺 🗸 Class I 🐐 V Class J 🕺 V Class K 🖏 V Class L	
	% 🗸
Class M 🛛 🖇 🗸 Class N 🛛 🖏 🗸 Class O 🛛 🖏 🗸 Class P 🛛 🖏 🗸 Class Q 🛛 🖏 🗸 Class R	% 🗸
	% 🗸
Class S 🕺 V Class T V V Class U V V Class V V Class W V Class X	% 🗸
Class Y 🛛 🖁 🗸 🗸 Class Z 🛛 🖏 🗸	

10. Group permissions (for IATA members)

In order to give the non-IATA agencies the possibility to make flight ticket bookings, go to ADMIN->GROUPS, add new group and give them permission to make bookings of regular and low-cost flights. In the green box it is possible to enter some important information regarding booking process and steps the agent has to take in order to receive the ticket. The box content will be displayed in the booking form.

SabreVacations WBasket & Admin StideMas	<			
Log out			Agency: 913278001 W357/PLF	
Tour Operators Settings	Agents Pas:	words Margins	Filghts	
Agency details Groups	Members			
New group				
Group name:				
Agency:	913278001			
Agent:	- empty			
Turned on:	V			
Group touroperator type:	Flights	-		
Booking confirmation will be sent on the following e-	mall:			
	<u>B</u> -			
Wessage after the booking:				
System fee on the 3rd and 4th step:				
Information on the search formular:	<u>B</u> <u>A</u> -			
Time after which the ticket should be issued (minute	s).:			
Tloket Issuing settings				
Payment methods				
Credit Card	Bank transfer			
Ticketing Queuing	Ticketing	C Queuing		
Tour Operators				Hide
Select operators to be activated (you can select all o	of them or individual ones)		Select all_ Unche	
lights	Coskin Tour Operator	Bookin, Bookin,		. Bookin
New subspant 📎			Cencel 🔉 Seve	»

Here you can add the amount which will be added to bookings, e.g. for issuing the ticket and define the value for each type of connection, such as domestic, continental and intercontinental flights.

Touroperatorzy			
Sabre GDS			
Członkowie:			
900646001 - Agencja TH			
Wyłącz panel administracyjny	Marża agenta 🔲 Klient	🔲 Włączona 👘 Prowizja na kroku 2 👘 Ukryj prowizję na przedstawieniu rezerwacji	<u>Usuń</u>
Krajowe	PLN - Kontynentalne	PLN V Interkontynentalne PLN V Europa	PLN 👻
Polska	PLN 👻		
Cena w walucie PL	N 🚽 Waluta marży	PLN 🗸 Rodzaj marży za bilet 🗸 Adres pobrany z bazy danych	

II. HOTELS

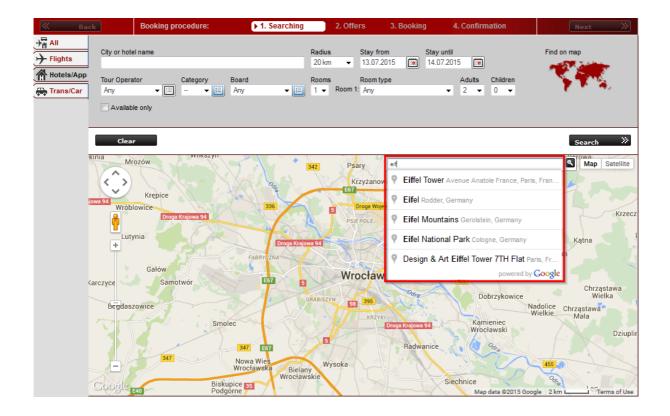
The tab is located on the left-hand side of the screen. It allows to easily and quickly find hotel rooms all over the world.

1. Search criteria

The search engine consists of basic parameters which allow easily specify the criteria for the required hotel. Provide city in which the hotel is located or a specific hotel name in the 'City or hotel name' field. It is possible to use the map where you can type the name of the hotel, its address, point of interest near which the hotel is located (e.g. Eiffel Tower). In the criteria it is necessary to specify the dates of guests' stay. Additional criteria refer to provider selection, search radius, hotel category, boarding and room type.

NOTICE: for some providers it is possible to search and book two rooms at the same time

Back	Booking procedure:	▶ 1. Searching		2. Offers	3. Bookin	g 4. Co	onfirmation	Next
City or	hotel name		Radius	Stay fro		Stay until		Find on map
hts lond			20 km		015 😥	14.07.2015		
s/App Cho	ose suggestions and search or	ur cities		Room ty	pe	Ad	ults Children	
Sug	gested search 'lond'			Room 1: Any		→ 2	▼ 0 ▼	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
👘 Ci	ties							
Lond	on (England) - United Kingdom							
Lond	on (Ontario) - Canada							
Lond	rina (Paraná) - Brazil							Search >>>
n Lond	onderry (Northern Ireland) - Unite	ed Kingdom		1.1		-		Map Satellite
Lond	on (Kentucky) - United States			Psary	Enter a locati	on		Map Satellite
👘 Pa	arts of city			Krzyżanow	vice		Długołęka	
	ord (England) - United Kingdom			EDI	5. 1	M	lirków	
Croy	don (England) - United Kingdom			Droga Woje	wódzka 453	98		Krzecz
Darti	ord (England) - United Kingdom			PSIE POLE	Ser		Kiełczów	
	eld (England) - United Kingdom			Shert.	T			Katna
	am - United Kingdom					Wilczy	/ce	Brzezia Łąka
Se H	otels				Jan		Kiełczówek	Βι τετία είχα
-	ari London - London			Wrocław				
	nthia London - London			FHA.	Odra	455		Chrząstawa
	otel - London			98 395	- Cora		Dobrzykowice	
	ark Lane - London			KRZYK				Nadolice Chrząstawa Wielkie Mała
51 B	uckingham Gate - London				Droga Krajowa	94	Kamieniec Wrocławski	Dziuplir
	347 N	347 E67 owa Wieś rocławską Bielany	5 Wys	oka	Radw	anice	Cdra	455
Coog	E40 Biskupice Podgorne	Wrocławs	kie			Siechni	ce Map data ©2015	Google 2 km



2. List of results

The list of results is presented in the form of a table containing all the necessary information about hotels, and filters on the left which allow to narrow down the received results. In filters it is possible to choose provider, whose offers should be presented, boarding type, category, payment method (in office or at the hotel), types of offers (available or on request) and using the slider, you may specify maximum price of offers to be presented. The filters contain list of hotels from which it is possible to go to specific hotel.

List of results consists of two columns, on the left there is a list of all found hotels containing such information as hotel name, region, category, price and distance from city centre (if city was provided in search criteria) or from selected POI, and total price.

The right column, on the other hand, contains offers of the selected hotel from various providers, which helps to easily compare several offers and select the most suitable one. In the top section, there is a photo of the hotel, its address, short description and a map with hotel location. Press the picture to open the full gallery. Logos indicate what providers have this hotels in their offer. Next to provider's logo, there are three additional icons: add to comparison, more details and a family icon which checks the current price (price taken from provider's system and displayed in the original currency).

K Back	Booking procedure: 1. <u>S</u>	<u>earchinq</u>		▶2	. Offe	ers	3. Booking 4. Confirmation Next 🚿
Find on map 🔨 🔨	Hotel	Area	<u>Cat</u>	<u>Ra.</u>		<u>Total</u>	ai Hotel Malar ★★
	R Parking Pullman Tour Eiffel	Paris	4.0	-	0.2	236	36 29 Rue Malar, 75007 Paris
	Mercure Paris Centre Tour Eiffel	Paris	4.0	4.9	0.4	181	
	Eiffel Rive Gauche	Paris	2.0	-	0.5	133	Participants: 2 adults
<u> </u>	Eiffel Seine	Paris	3.0	9.5	0.5	152	52
Change criteria 🧄 🖍	Best Western Derby Alma	Paris	3.0	-	0.5	187	Property Location Located in Paris (Eiffel Tower - Orsay Museum), Hotel Malar is
City or hotel name	🔍 Shangri - La		5.0	-	0.6	595	minutes from American University of Paris and Pont de l'Alma. This hotel is close to Eiffel Tower and Arc de Triomphe.Rooms Make yourself at home in one of the 22
Chosen location	Maison FI	Paris	4.0	-	0.7	183	guestrooms featuring minibars and flat-screen televisions. Complimentary wireless
Radius	Sezz	Paris	4.0	8.3	0.7	254	54 Internet access keeps more
20 km 👻	🔍 Malar	Paris	2.0	1.6	0.8	80	80 C Mengo' Expedia
Accommodation	Paris Eiffel		3.0	5.8	0.8	84	
21.08.2015	Du Cadran		3.0	8.5	0.8	106	06 Prov. Room type Board P Total▲ Stat Next
Check-out	Gavarni	Paris	3.0	4.0	0.8	109	
22.08.2015	Grand Hotel Leveque	Paris	2.0	-	0.8	122	22 The second se
	Mercure Tour Eiffel Grenelle	Paris	4.0	6.9	0.8	141	
Rooms	Valadon Colors	Paris	3.0	-	0.8	151	51 THE Net Net The State of the
1 -	Passy Eiffel	Paris	3.0	-	0.8	152	⁵² 🕂 🧑
Room 1.	Hotel De La Tulipe	Paris	3.0	-	0.8	166	
Room type Adults	La Bourdonnais	Paris	3.0	8.0	0.8	168	Price details X 90 to + D
Any 👻 2 👻	Citadines Suites Arc De Triomph		5.0	-	0.8	179	79 Adult 47 USD room only 2 90 V
Children	Ascott Arc De Triomphe	Paris	4.0	8.2	0.8	246	
0 🗸	🔍 Juliana	Paris	4.5	-	0.8	303	
Available only	Hotel Gustave		3.0	-	0.9	78	

More details will show information regarding room type, boarding, payment method, available rooms (some providers only) and the table with price details containing agent's margin.

NOTICE: offer details contain the deadline for free booking cancellation.

K Back	Booking procedure:	1. <u>Searching</u>		▶2	. Offe	ers	3. Booking	4. Cor	nfirmation	Next	\gg
Find on map	Hotel	Area	<u>Cat</u>	<u>Ra.</u>		<u>Total</u>	Paris Eiffel	***			
States -	Parking Pullman Tour Eiffel	Paris	4.0	-	0.2	236	1 1/23	8 RUI	E SAINT CHARLES		and the surface
	Mercure Paris Centre Tour I	iffel Paris	4.0	4.9	0.4	181		Phon	e: 33-1-45793335		S. 8. 6
	Eiffel Rive Gauche	Paris	2.0	-	0.5	133		E-mai paris	il: france.eiffel@es	capade-	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Eiffel Seine	Paris	3.0	9.5	0.5	152		Statement of the local division in which the local division in the	21.08.2015 - 22.0	8.2015 (1 night)	
Change criteria 🛛 🗸	Best Western Derby Alma	Paris	3.0	-	0.5	187	187 Participants: 2 adults				
City or hotel name	🔍 Shangri - La		5.0	-	0.6	595				walk from Trocadero	
Chosen location	Maison Fl	Paris	4.0	-	0.7	183				ives direct access to medium in size, and i	
Radius	Sezz	Paris	4.0	8.3	0.7	254	condition. All roo the rooms is mod			ffee facilities. The dec	oration of
20 km 👻	🔍 Malar	Paris	2.0	1.6	0.8	80	the rooms is mot	tern and more			
Accommodation	Paris Eiffel		3.0	5.8	0.8	84	restel 🆓 MT	S 🖉 Merigo"			
21.08.2015	🔍 Du Cadran		3.0	8.5	0.8	106	Prov.	Room type	Boa	rd P Total▲ S	tat Next
Check-out	🔍 Gavarni	Paris	3.0	4.0	0.8	109		Koomrype	<u></u>		
22.08.2015	Grand Hotel Leveque	Paris	2.0	-	0.8	122	restel	Standard dou	ble. roor	n only	🖌 📩 R
	Mercure Tour Eiffel Grenelle	Paris	4.0	6.9	0.8	141				iner iner	
Rooms	Valadon Colors	Paris	3.0	-	0.8	151	Room type:		Standard double		
1 -	Passy Eiffel	Paris	3.0	-	0.8	152	Board:		Only bed.		
Room 1.	Kotel De La Tulipe	Paris	3.0	-	0.8	166	Payment:		Payment in the o	ffice	
Room type Adults	La Bourdonnais	Paris	3.0	8.0	0.8	168	Net price	Margin	Your earning	Is Gross pric	e 🗙
Any 👻 2 👻	Citadines Suites Arc De Trio	mph	5.0	-	0.8	179	84.00 EUR	0.00%	0.00 EUR	84 EUR	
Children	Ascott Arc De Triomphe	Paris	4.0	8.2	0.8	246	UT.OU LON	0.0070	J	04 LUK	
0 👻	Juliana	Paris	4.5	-	0.8	303	Additional info	ormation			
Available only	Hotel Gustave		3.0	-	0.9	75	CANCELLATION		- 4 4- (-) 1 (
Search	Beaugrenelle Tour Eiffel		3.0	7.4	0.9	78	Any cancellation will charge 100			of the arrival of the cli	ent the hotel
	Campanile Tour Fiffel	Paris	2.0	-	0.9	84					

1 Booking form

After entering the booking form, once again the offer details are presented, containing hotel description, gallery, address, map with hotel location, type of room, boarding, dates, Cancellation Policy, booking process information (green box) and payment method.

K Back	Booking p	procedure:	1. <u>Searching</u>	2. <u>Offers</u>	► 3. Booking	4. Confirmation	Next 🚿
726 - Booking po Art Hotel Sp 📩		ase fill in the d	ata			Markdown,	Total price: 61.26 EUR /Markup Price details
See all available picture Description:	1 1 1 1 1 1 1 1 1 1	Tour Operator: Otel rating: 10.0/10	Address: KIELBASN Wroclaw Phone: 717 Phone: 713			egnicka hiborska ARE MIASTO Panorama Raci Wr C	obaysukzs.Sienkiewicz.
paintings and ceramics as contemporary Wroclaw ari include a lobby with 24-ho facilities, room and laundry restored buildings along Kk with life until late at night, a (2.5 km away) and Hala St size and shape. Rooms wi and free wireless Internet relax on their private balco	well as wooden tists. The 80 room ur reception and of elbasnicza Street is well as theatre ulecia (4 km awa) th romantic and p access. A double ny or terrace. The	ceiling beams, portals i son 4 floors are cosy check-out services, a 1 garage. The city hotel is . Market Square and th s, galleries and museu y). The stylish single ar eriod interiors are equi e or king-size bed, hains e hotel has separate no	(including stone coats of and furnished with styli notel safe, lift access, a s situated on a cosy stre e city centre are about a ms. Dworzec Glowny tr id double rooms are adju pped with individually de dryer, radio, ironing set a on-smoking floors and th	arms dating back to 1: sh furniture, noble fab newspaper stand, hai et in Old Town and the 150-m-walk where g ain station is approxim sted in an interesting v signed furniture. Each nd individually regulate e whole site is adapte	520) and stucces. The rics and flowers. Facili dressing salon and a c re are many boutiques, jests can be entertaine ately 1.8 km from the hi vay in the tenement bui room has a bathroom vi d air conditioning and hi to service disabiled gu	storical hotel and other places o Idings and differ from each othe with a bathtub or a shower, a te leating also feature in all guest r	ight next to the paintings by -conditioned conference hotel antage of the conference hotels and many restaurants in is and clubs, which are teeming i finterest include the cathedral er with respect to their location, lephone, MAXX TV, safe, minibar rooms as standard. Guests may nassage. The rich menu at the Art
Selected offer details							
Accommodation: 22.08		om: Single Standa	rd				
Check-out: 23.08	3.2015 Bo a	ard: Room Only					
Booking information 1. MTS provides NET pr 2. Use the customer's 3. MTS will send you th	rice, you can ac credit card as t	the NET price will be					

NOTICE: at the top of the form, underneath the price, there is a button 'markdown/markup' button, which you can use to set the mark-up for this very booking.

K Back	Booking procedure:	1. <u>Searching</u>	2. <u>Offers</u>	► 3. Booking	4. Confirmation	Next 🚿
726 - Booking poss	ible, please fill in th	e data				Total price: 61.26 EUR
Art Hotel Sp 📩	htte -				Markdown/	Markup Price details
				Margin:	Percent - Markdown:	Percent - Count

NOTICE: providers EXPEDIA and BOOKING.COM have offers in gross price and in their case it is not possible to add a margin while making a booking, the 'margin' button is disabled.

K Back	Booking procedure:	1. <u>Searching</u>	2. <u>Offers</u>	► 3. Booking	4. Confirmation	Next 🚿
726 - Booking pose	bible, please fill in the	data			Total price:	116.39 USD (103.20 EUR)
Tune Hotel Liver		Price details				

Depending on the provider, it is possible to pay using a credit card or bank transfer.

NOTICE: for providers such as HOTELSTON and GOGLOBAL it is possible to make the payment directly from their internal systems.

3. Booking list

After making a booking, it is visibli on the list of bookings. Voucher to booking is available to download right after making the booking, it has to be printed out and handed to the Customer.

While making a booking, hotel provider receives an email confirmation and on its basic issues voucher and invoice.

NOTICE: EXPEDIA does not issue an invoice, instead, it is possible to download 'confirmation' containing all the details necessary to settle the booking.

NOTICE: for booking made from GTA provider, it is not possible to download the voucher directly from the system, it will be sent by email on the address provided in the booking form.

NOTICE: in case of GOGLOBAL bookings, issuing the voucher means automatic booking confirmation, the provider will issue the invoice immediately.

In order to change guests' details on the booking, it is necessary to cancel the booking and make a new one providing valid details. Price of the room may change.

ADMIN

4. Passwords - activation

In order to activate the possibility to book hotel rooms, it is necessary o sign a contract with a particular provider and enter the received credentials in the ADMIN->PASSWORDS tab.

SabreVa	acations 🗑 🗑 Basket 🔗	Admin SlideMa	x						
	Log o	ut			/	Agency: S	913278001 W35/	AUOR	
Tou	r Operators	Settings	Agents	Passwords	Margins	FI	ights		
List of	touroperators		_						-
Hotel se	ervice providers				Agency log	o Vo	ucher conditions		
B	Bonotel Exclusive Travel	login:	Password:	ID:			Gross 🔘	<u>Check</u> Cancel	Agents
<u>, n - </u>				Print vouch	er with booking confirmation: 📝]		Save	
Expedia	Expedia	login:	Password:	ID: Print vouch	er with booking confirmation: 🗸]		<u>Change</u>	Agents
🕻 Merigo"	Goglobal	login: *******	Password: *******		er with booking confirmation:]		<u>Change</u>	Agents
(gta	GTA	login:	Password:	ID: Print vouch	er with booking confirmation: 🗸]		<u>Change</u>	Agents
E	Hotel Beds	login:	Password:	ID: Print vouch	er with booking confirmation: 🗸]		<u>Change</u>	Agents
PHotelsPro	HotelsPro	login:	Password:		er with booking confirmation:]		<u>Change</u>	Agents
Jac Travel	Jac Travel	login:	Password:	ID: Print vouch	er with booking confirmation: 🗸]		<u>Change</u>	Agents
ewcostbeds	LowCost Beds	login:	Password:		er with booking confirmation:]		<u>Change</u>	Agents
₽MTS	MTS	login:	Password:	ID: Print vouch	er with booking confirmation: 🗸]		<u>Change</u>	Agents
restel	Restel	login: *****	Password: ******		er with booking confirmation:]		<u>Change</u>	Agents

NOTICE: providers such as EXPEDIA, MTS and BOOKING.COM do not require any agreement and their offers are available automatically, and the only payment method is credit card.

In this tab it is also possible to enable/disable agency logo and additional information from provider visible on the voucher.

NOTICE: in the PASSWORDS tab you may add a margin for EXPEDIA offers, what is not possible to do while making a booking as the 'margin' button is disabled for this provider.

SabreVacations W. Baske	et 🤱 A	Admin SlideM	ax						
	Log ou	t				Age	ency: 91327800	1 W35AUOR	
Tour Operators	S	ettings	Agents	Passwords	Margin	s	Flights		
List of touroperators									-
Hotel service providers						Agency logo	Voucher cor	nditions	
Bonotel Exclusive	Travel	login:	Password:	ID			\checkmark	Change	Agents
				Print vouc	her with booking c	onfirmation: 🗸			
		login:	Password:	ID			V	Check Cancel	
				Print vouc	her with booking c	onfirmation: 🔽		Save	
Expedia					Ex	pedia Auth: 🤍 I	IP Pro		Agents
							Signature Pro		
						ommission:	% 🗸		

There is a possibility to decide whether for some providers price will be presented in gross or net value.

SabreVacations WBasket	Admin SlideMax						
Log o	out	_		Age	ency: 913278001 W3	5AUOR	
Tour Operators	Settings	Agents	Passwords	Margins	Flights		
List of touroperators							-
Hotel service providers				Agency logo	Voucher conditio	ns	
Bonotel Exclusive Travel	login:	Password:	ID:			<u>Change</u>	Agents
			Print voucher with	h booking confirmation: 🗸			
_ 🖉 _ Expedia	login:	Password:	ID:		\checkmark	Change	Agents
Expedia			Print voucher with	h booking confirmation: 🗸			
() Merico' Goglobal	login: *******	Password: *******	ID: *****		\checkmark	Change	Agents
			Print voucher with	h booking confirmation:			
🕝 gta GTA	login:	Password:	ID:		Gross O	Check Cancel	Agents
2/900 S			Print voucher with	h booking confirmation: 📝	5,000 0	Save	2.401113

In this tab, credit card payment for GOGLOBAL may be enabled as well, as default payment method for this provider is a bank transfer.

Sabrev	acations 🗑 🗑 🕾	Admin SlideMa	x					
	Log o	ut				Agency: 913278	8001 W35AUOR	
Τοι	ır Operators	Settings	Agents	Passwords	Margins	Flights		
List of	touroperators							-
Hotel s	ervice providers				Agency k	ogo Voucher	conditions	
Ì	Bonotel Exclusive Travel	login:	Password:	ID:			Change	Agents
ШМ				Print vouch	ner with booking confirmation:	1		rigonio
_ 🕐 _	Expedia	login:	Password:	ID:			Change	Agents
Expedia				Print vouch	ner with booking confirmation:	V		
		login: esystemy	Password: e	esystemy ID:	30988 [Check Cancel	
🖸 Merigo"	Goglobal			Print vouch	ner with booking confirmation:		Save	<u>Agents</u>
					Ĩ	Credit card pa	ayment	

'Hotels' tab will only work and display offers if in Admin->Tour Operators tab, particular hotel providers will be enabled.

SabreVacations WBasket & Admin SlideMax									
Log out Agency: 913278001 W35AUOR									
Tour Operators	Settings	Agents	Passwords	Margins	Flights				
List of touroperators Select operators to be an									
Hotel service providers									
Bonotel Exclusive Travel		Expedia	🔽 Goglobal		GTA				
V Hotel Beds		HotelsPro	Jac Trave	el	LowCost Beds				
MTS		Restel							

5. Margin

Most of hotel providers present their offers in net value, where it is possible to add additional margin. To do so, go to ADMIN->MARGIN tab and provide the amount of margin for each provider.

SabreVacations W Bask	et 💍 Admin SlideMax					
	Log out				Agency: 913278001 W35A	NUOR
Tour Operators	Settings	Agents	Passwords	Margins	Flights	
Margin	Commission					
List of touroperators						
Hotel service providers						
Bonotel Exclusive Travel	Percent 👻	Goglobal	Percent 👻	GTA		Percent 👻
Hotel Beds	Percent -	HotelsPro	Percent 👻	Jac Trave	4	Percent 👻
LowCost Beds	Percent -	MTS	Percent 👻	Restel		Percent -
						Save 📎

III. TRANSFERS

The tab is located on the left-hand side of the screen and allows to easily find and book a transfer from e.g. airport to a hotel all over the world. In order to find transfer offers, select 'Transfer' option on top of search criteria.

1. Search criteria

The search engine consists of basic criteria thanks to which it is possible to easily define the transfer details. In the 'provider' section, select one of two available providers (Holiday Taxis or Alba Travel Transfers), whose offers will be displayed. Next, provide the country where the service will be delivered. Start typing, and the system will display suggestions matching the phrase.

К Ва	ck	Booking procedure:	▶ 1. S	Searching	2. Offers
→ <mark>滑</mark> All	transfer	r	🔘 single	Return	
+ Flights	🔘 car hire				
Hotels/App	Tour Operato		-		
🕀 Trans/Car	Holiday Taxi	5	•		
	Country uni United Arab B	mirates			
	United Kingdo United States	m	Destination		
	Departure da 20.08.2015	te time [;;;;] 12	 Return date 27.08.2015 	tim IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	ne 2 ▼ : 00 ▼
	Adults 1 +	Children 3-11 Child < 2y	•		

After selecting the country, provide the city and location where the car with the driver will be waiting, it may be an airport, railway station, harbor or any location in the city.

o transfer	🔘 single	 Return 	
○ car hire			
Tour Operator			
Holiday Taxis 👻			
Country			
Spain			
Collection place	Destination		
<u> </u>			
Alcaufar	Return date		time
Alicante	27.08.2015		12 🛨 : 00 🛨
Alicante			
→ Almeria			
Almeria			
Altea			
Antequera			
Arrecife			
Badalona Badalona			
Bahia Feliz			
🗮 Barcelona			
Barcelona Barcelona			
Barcelona El Prat			
🔜 Barcelona Sants			
Barcelona Cornella De Llobregat			
💵 Barcelona El Prat De Llobregat			

Having selected the pick-up location, it is necessary to specify the destination, where the customer will be taken. 'Destination' field will display suggestions matching the selected 'collection place', that is all possible location within the selected city.

 transfer car hire Tour Operator Holiday Taxis 	⊖ single
Country Spain	
Collection place Barcelona El Prat Airport	Destination
Departure date time 20.08.2015 III ▼ 00 ▼	Badalona
Adults Children 3-11 Child < 2y 1 ✓ 0 ✓ 0 ✓	Barcelona
	Barcelona Cornella De Llobregat

Remaining criteria refer to departure and return date, number of passengers and also collection hour.

2. List of results

List of results is presented in the form of a table containing all the necessary offer details. On the left side of the results, there are filters, which allow to narrow down the received results, and the search engine, so that you can change the search criteria. From the filters, you may specify the provider whose offers will be displayed, type of transport (shuttle – common transport, private transport, premier transport – premium class vehicle) and the maximum price to which offers will be displayed.

The list of results contains offer details, such as provider's logo, type of transport (shuttle, private, etc.), collection and arrival location, number of vehicles required to carry the service (depending on the amount of passengers), details regarding maximum luggage count, travel time and total price.

In the offer details, the type of transport description will be displayed.

K Back	Booking procedure:	1. <u>Searching</u>	> 2. Offers	3. Booking	4. Confirmati	on	Next	\gg
Change criteria	Found 10 offers				Pa	ge 1 from 1	« Previous 1	Next »
transfer single	Tour Operator Type	Transport type	Number of cars	<u>Capacity</u>	Travel time	Attribute	s <u>Price</u> 🔺	
 Return car hire 		Shuttle Transfer Barcelona Airport - Barcelona city cer	ntre 1	🗐 x1 🖨 x0	50 min		75.42 EUR Return	₩. R
Departure / collection place Barcelona El Prat Airport Destination (for transf.) Barcelona City	It is important that we hav be aware that there may	nsfer option and are a cheap, fast le a contact mobile number for you be a wait for your shuttle at the ai an vary dependent upon traffic ar	so that we can cont rport since they run to	act you should it be a schedule. Maxin	required. Please e	nter this duri	ng the booking process.	Please
Departure date time. 20.08.2015 III 12:00 ▼		Private Transfer Barcelona Airport - Barcelona city cer	ntre 1	🗐 x4 🛍 x0	30 min		335.20 EUR Return	* R
Return date time. 27.08.2015 Image: Children Child <		sen airport, your goal is to reach y /minibus). No waiting in public airp ort.						
1		Private Minibus Barcelona Airport - Barcelona city cer	1 ntre	🗐 x7 🛍 x0	30 min		515.37 EUR Return	₩ ₩ R
Holiday Taxis - Search		Wheelchair Adapted Vehicle Barcelona Airport - Barcelona city cer	1 ntre	💼 x3 🛍 x0	30 min		641.07 EUR Return	₩ R
Filter offers		Private Luxury Car Barcelona Airport - Barcelona city cer	1 ntre	🗐 x4 🛍 x0	30 min		666.21 EUR Return	•
Tour Operator	Nadan Seala corr	Private Minibus Barcelona Airport - Barcelona city cer	1 ntre	💼 x13 🛍 x0	30 min		762.58 EUR Return	⁺ R
Car type		Premier Minibus Barcelona Airport - Barcelona city cer	1 ntre	🗐 x7 🛍 x0	30 min		817.05 EUR Return	• R
Car (1)		Private Minibus Barcelona Airport - Barcelona city cer	1 ntre	💼 x18 🛍 x0	30 min		1324.04 EUR Return	⁺ R
Type		Private Coach Barcelona Airport - Barcelona city cer	1 ntre	💼 x18 🛍 x0	30 min		1512.59 EUR Return	* R
Attributes		Private Coach Barcelona Airport - Barcelona city cer	1 ntre	💼 x 18 🏛 x 0	30 min		1763.99 EUR Return	* R
Price A	Found 10 offers				Pa	ge 1 from 1	« Previous 1	Next »
75.42 EUR 1763.99 EUR								

3. Booking form

In the next step, the details of the offer will be presented once again, and will include such information as collection and destination location, maximum luggage, number of passengers,

travel time and the supplier's contact details. Here also is the description of the selected type of transport and how to recognize the driver.

In the booking form, it is necessary to provide passenger's details, flight details such as airport and flight number. In case of return from other airport, select this option and fill in the airport details.

In the destination field, provide name and address of the hotel or any other address in the city. In case of return from other hotel/location, select this option and provide name and address.

At the top of the form, underneath the price, there is a button 'markdown/markup' button, which you can use to set the mark-up for this very booking.

Payment for bookings of transfers can be only by a credit card.

4. Booking list

After making the booking, it is visible in the booking list. In case of transfer bookings, it is not possible to get any documents directly from the system, and such information is displayed when you try to open the document.

While making a booking, the confirmation email is sent to the provider and the Customer.

It is possible to cancel the booking if necessary. To do so, display the booking and select 'Cancel' at the bottom of the screen.

In order to change passengers' details on the booking, it is necessary to cancel the booking and make a new one providing valid details. Price of the service may change.

ADMIN

5. Activation – passwords

In order to activate the possibility to book transfers, it is necessary o sign a contract with a particular provider and enter the received credentials in the ADMIN->PASSWORDS tab.

SabreVacations	🐣 Admin SlideMa	ax					
Loc	g out			A	Agency: 913278001 W35/	AUOR	
Tour Operators	Settings	Agents	Passwords	Margins	Flights		
List of touroperators							-
Tour Operators				Agency log	o Voucher conditions		
Alba Travel transfers	login:	Password:	ID:		V <u>C</u>	<u>Check</u> Cancel Save	Agents
Holiday Taxis	login: ***	Password: ********	ID: *****		✓ <u>c</u>	hange	Agents

In this tab it is also possible to enable/disable agency logo and additional information from provider visible on the voucher.

'Transfers' tab will only work and display offers if in Admin->Tour Operators tab, particular hotel providers will be enabled.

SabreVacations \. Basket	Admin SlideMax	۲ ۲				
Lo	g out				Agency: 913278001 W35AUO	
Tour Operators	Settings	Agents	Passwords	Margins	Flights	
			Updated list			
List of touroperators					Select op	erators to be activated.
Hotel service providers						
Bonotel Exclusive Travel	🗹 Exp	edia	🗹 Goglobal		GTA GTA	
V Hotel Beds	V Hot	elsPro	Jac Travel		LowCost Beds	
MTS	✓ Re:	stel				
Tour Operators						
A2B Transfers	🔽 Alb	a Travel transfers	Conect		Holiday Taxis	
Rentalcars	V Sal	ore GDS	TravelFusi	on		-
Touroperators with no data						
ADAC	V Me	er's Weltreisen				
Clear	Select all					Save 🛞

IV. CAR RENT

The tab is located on the left-hand side of the screen and allows to easily find and rent a car all over the world. In order to find a car, select 'Car hire' option on top of search criteria.

1. Search criteria

The search engine consists of basic criteria thanks to which it is possible to easily define the car rent details. First, provide the city where the car will be collected. Start typing, and the system will display suggestions matching the phrase.

K Bac	Booking procedure:	▶ 1. Searc	ching 2. Offers	3. Booking	4. Confirmation	Next
→ <mark>濟</mark> All	⊙ transfer	🔵 single 🍥	Return			
+ Flights	o car hire					ards, issued for the
Hotels/App	Tour Operator Rentalcars				r, are accepted whil	e collecting your
🚓 Trans/Car	Rentaicais	<u> </u>		car.		
	Collection place	Destination				
	aber					
	· ·	Return date	time			
	Aberdeen Downtown	26.08.2015	12 - : 00 -			
	Aberystwyth Downtown	a je 🛈				
						Search 🛞

Remaining criteria refer to the date and hour of the collection and return of the car.

NOTICE: the car can be only returned the location where it has been collected.

The form contains also the information regarding the driver's age (required to establish the insurance amount), and the type of credit card that can be used for the payment.

 transfer car hire Tour Operator Rentalcars ▼ 	⊖ single ⊙ Return	Only embossed credit card driver, are accepted while c car.	· ·
Collection place	Destination		
Departure date time 19.08.2015 Image: 12 ← : 00 ←	Return date time 26.08.2015 [∰] 12 ▼ : 00 ▼		
☑ Driver age between 25 and 70 years of	age 🕡 💶 🚽		
	Additional fees may be charged for drivers und	ler 25, see details in terms and Conditions	Search 📎

2. List of results

List of results is presented in the form of a table containing all the necessary offer details. On the left side of the results, there are filters, which allow to narrow down the received results, and the search engine, so that you can change the search criteria. From the filters, you may specify class of the vehicle, additional features (equipment, gear box, number of doors, number of seats) and the maximum price to which offers will be displayed.

The list of results contains offer details, such as provider's logo, car icon, brand and class of the car, number of seats, number of doors, features (equipment, gear box, collection location and fuel policy – full tank), and the total price for the whole period of car rental.

		Hyundai i30 or similar Group: Compact	1	¹ x5	₩ ₩₽	1231.63 EUR in 7 days
City		Renault Clio or similar Group: Mini	1	1 x5	IA 🛪 📭 🖊	1242.78 EUR in 7 days 👻 R
		BMW 320 D or similar Group: Premium	1	1 x5		nk: Car is delivered with full gas tank and it should be returned in the same ion. Otherwise, additional charges may be applied.
Citta		Vauxhall Astra or similar Group: Compact	1	1 x5		1475.05 EUR in 7 days
		Renault Scenic or similar Group: Special	1	1 x5		1554.88 EUR in 7 days 🔛 R
	-	Vauxhall Astra Estate or similar Group: Compact	1	1 x5	₩₹₽	1690.63 EUR in 7 days 🔛 R
C		BMW 420 Coupe or similar Group: Premium	1	1 x4		1809.32 EUR in 7 days
		Renault Laguna Estate or similar Group: Intermediate	1	1 x5	<u>≹</u> ⊞ ₩ ₽•	1897.45 EUR 🔹 R

After showing more details, the information about the hiring company will be displayed, together with additional services included in the price of a rent and Terms and Conditions containing important information.

	Fiat 500 or similar Group: Mini	1	1 _{x4}	a x2	₩ ₹₽	731.28 EUR in 7 days	₩ ₩ R
Rental: Thriffy Agreement conditions	The following included in t Cencelation Changes Theft protection Damage compensation insurance	he pric	e:				

NOTICE: RentalCars provides gross price so there is no possibility to add a margin.

3. Booking form

In the next step, the details of the offer will be presented once again, and will include such information as class of the vehicle, collection and return location, rental period, maximum luggage, number of passengers and car equipment.

Underneath, there is a list of services included in price of the rent and the information regarding Own Contribution Insurance.

Own Contribution is the amount of money that will be locked on the credit card at the car collection and will be used to cover any costs related with repairing damage to the car caused by an accident. The amount of the Contribution depends on the local provider and is specified in the Terms and Conditions.

NOTICE: the total amount of the Contribution is unlocked on the card when the car is returned to the hiring company.

Own Contribution Insurance is an additional service that may be added to the booking. It will allow to retrieve the money from Own Contribution which was used by the supplier to fix the damage to the car caused by an accident.

The booking form includes also driver's details – there is no need to provide details of all passengers.

Depending on the local supplier, it is possible to purchase additional services and equipment.

NOTICE: additional services and equipment are not guaranteed, depend on availability and are paid for at the car collection.

Payment for bookings of transfers can be only by a credit card.

4. Booking list

After making the booking, it is visible in the booking list. In case of car rental, it is not possible to get any documents directly from the system, and such information is displayed when you try to open the document.

While making a booking, the confirmation email is sent to the provider and the Customer.

It is possible to cancel the booking if necessary. To do so, display the booking and select 'Cancel' at the bottom of the screen.

In order to change passengers' details on the booking, it is necessary to cancel the booking and make a new one providing valid details. Price of the service may change.

5. Activation

RentalCars does not require any agreement and its offers are available automatically, and the only payment method is credit card.

'Car rent' tab will only work and display offers if in Admin->Tour Operators tab the RentalCars will be enabled.

Log out	_		Agency: 913278001 W35BH71
Tour Operators So	ettings Agents	Passwords Margins	s Flights
List of touroperators			Select operators to be activated.
Hotel service providers			
Bonotel Exclusive Travel	Expedia	Goglobal	🔽 GTA
V Hotel Beds	V HotelsPro	Jac Travel	LowCost Beds
MTS	Restel		
Tour Operators			
A2B Transfers	Alba Travel transfers	Conect	V Holiday Taxis
Rentalcars	Sabre GDS	TravelFusion	
Touroperators with no data			
ADAC	Meier's Weltreisen		
Clear Select	- 11		Save >>

V. Dynamic packaging – BASKET

The basket with offers is visible on the right side after entering the Sabre Vacations. To the basket you can add offers from various segments, such as Flights, Hotels, Insurance, etc.

SabreVacations	W Basket & Admin StideMax				
Mask List of	bookings Payments 读 Your cart (00) Tasks (0)Messages (0) Log out Agency: 913278001 W38CKU3	_			
New card	+		Cart no. 35		Change 🗸
К Вас	k Booking procedure: 1. Searching 2. Offers 3. Offer details 4. Booking 5. Confirmation	t »	→ A Flight Hotel	Trans Car	P 🤊
→ Flights	Tour Operator Country Region Transport Place of departure Trip typ Any <td< th=""><th>•</th><th>Flight Hotel</th><th></th><th>Parking Insurance Price Status</th></td<>	•	Flight Hotel		Parking Insurance Price Status
Hotels/App	Departure from Departure to Days +/- Duration Board Catalogue Catalogue Catalogue Catalogue Activity Rating 12.07.2015 19.07.2015 19.07.2015 19.07.2015 1 - + Ary + -		Delete	New	Manage 🛞
	Hotel Special offers Extras Number of rooms Type Adults Child > 2y Any • Any • 1 • Room 1: Any • 2 • 0 •	Child < 2y			
	Available only Seriors If grouping results Extra bed Image: Constraint of the constitutions Description only With photo only Opinions Distance from beach Weather conditions				
	Ess view Image: Winter sports Image: Close to beach Image: Ski region Image: Exotica Image: Ski region Image: Close to stope Image: Free Wift				
	Show more attributes				
	Show price: organ person total Price per person from 0 EUR 10000 EUR and more				
	Favourite 🚥 v 🗟 🏗 Clear Top Offers 🚿 Sea	rch »			

There are three ways of adding offers to the basket:

1. Find the offer, on the list of results select icon with basket and the offer will automatically be added to your basket.

New card +															Cart no.	35			Cha	ange	Ţ
K Back]	Book	ing proced	lure:	1. <u>Searching</u>	2.01	fers	3. Bookir	ig 4. Confirm	nation			Next	»	+ Flight	Hote	el Trans	Car	Parking	🥍 Insuran	
Number of stops	^	Cheap	est conne	ctions on given d	lates						Lo	ndon	- Liverpool -	London							
 max 2 switch Any 	612 EUR 612 EUR		Airline	Departure	Arrival	<u>time</u> Class	VIA	Departure	Arrival	<u>time</u> Class	VIA		<u>Price</u> ▲		Delete	Туре	<u>Offer</u>			Price	Status
Type of airline				Departure Sa 29.0	08.2015			Return Sa 05.09.2	015						×	\rightarrow	London - L 29.08 - 05.0		- London		NB
Regular airline	(5)		Aer Lingus 📣	London (LHR) time: 09:50	Liverpool (LPL) time: 14:10	4h 20' N	1	Liverpool (LPL) time: 11:40	London (LHR) time: 18:40	7h K	1	R	611.32 EUR	🐩 R		7	29.08 - 05.0 08:45 - 14:1		611.3	33 EUR	NO
Maximum price	^	•	flybe.	London (LCY) time: 08:45	Liverpool (LPL) time: 14:10	5h 25' K	1	Liverpool (LPL) time: 11:40	London (LHR) time: 18:40	7h K	1	8	611.33 EUR					Sur	n in cart 611.	33 EUR	
Total		• • •	Aer Lingus 📣	London (LHR)	Liverpool (LPL) time: 14:10	4h 20'	1	Liverpool (LPL)	London (LGW)	6h 10'	2	ß	835.30 EUR	÷ R	Del	ete	New		Ма	nage	»
Departure date		T 💷		time: 09:50	Liverpool (LPL)	N 4h 20'		time: 08:15 Liverpool (LPL)	time: 14:25	K 7h 40'		-									_
29.08.2015	EUR	▼ 🕮	Aer Lingus 🚜	time: 09:50	time: 14:10	-411 20 N	1	time: 08:15	time: 15:55	К	2	ß	847.30 EUR	₩ R							
Departure Departure time	^		Aer Lingus 📣	London (LHR) time: 09:50	Liverpool (LPL) time: 14:10	4h 20' N	1	Liverpool (LPL) time: 08:15	London (LHR) time: 15:00	6h 45' K	2	ß	847.30 EUR	* R							

2. After making the booking, select 'Add to Basket' and the booking will be added to the basket.

SabreVacations	asket 🛛 🐣 Admin 🛛 SlideMax									
Mask List of book	ings Payments 🖉 Your ca	art (0) Tasks (0)/Messa	ages (0) Log out	Ag	ency: 913278001 W35CKU3					
New card 🕂							Cart no. 35		Change	
Booking details								n 🖦 🚓	P 9	
Booking number: 5 2 Mergo	255732				Total price: 199	,00 EUR	Flight H	otel Trans Car	Parking Insura	ince]
Transport	Access by car				Status:		Delete Typ			<u>Status</u>
	ROSCOE HOUSE (157631)					-		London - Liverpoo 29.08 - 05.09		NB
Hotel	Single Room (Without Break		0)				´	08:45 - 14:10	611.33 EUR	
	Check in : 29.08.2015, Nights: Cancellation is possible before							Su	um in cart: 611.33 EUR	
	(VoucherObservations) STA		ALTY		-		Delete	New	Manage	»
Description	FEE IS 100% OF FIRST NIGHT F	PRICE.								
Net price	Cor	mmission	Your earnings		Gross price	×				
199.00 EU	2	0	0.00 EUR		199.00 EUR					
Passengers:				* Required	fields(Correct date format: DD.M	4M.YYYY) 🔝	1			
	Surname*	First name*								
Mr 👻	TEST	TEST								
Payer:					* Requir	red fields 😭				
Title: Mr	•	Surname		First name						
Street		Post code / City		Country E	elgium	•				
Telephone		E-mail								
	nt in the office									
Cancel booking										
Merlin Application	Payment receipt									
« Back					Add to	cart				

3. In the basket management, select 'New offer' and the type of offer you want to add

Cart no. 3										
Cart name:	Cart no.	35		Created on: 1	12.07.15				Add n	ew offer 🛛 🗙
Offers in c	cart						3	flight	æ	ferry
os Type	Operator	Offe	<u>er</u>				Cat			
		Lon	don - Liverpool - L	ondon				hotel	11	restaurant
			Departure	Arrival	Date/Flight time	Class			0	
		1.	London (LCY) time: 08:45	Belfast (BHD) time: 10:15	29.08.2015 Flight time: 1h 30	к .		car		transport
1 +	flybg,		Belfast (BHD) time: 13:15	Liverpool (LPL) time: 14:10	29.08.2015 Flight time: 0h 55	к* 5	250	activity	*	meeting
		2.	Liverpool (LPL) time: 11:40	Belfast (BHD) time: 12:30	05.09.2015 Flight time: 1h 30	к• Г	Ă	attraction		rail
			Belfast (BHD) time: 17:20	London (LHR) time: 18:40	05.09.2015 Flight time: 0h 55	N*		aruise		
		Part	icipants: 1 adult, Ticl	keting to: ወ						
2	🕻 Merigo'		m type: Single, Boar icipants: 1 adult, Pric	a: net, payment in the	office		30.08 1 night	5255732	OK 199.00	EUR Action
2 m		Part	icipants: 1 adult, Pric		office		30.08 1 night	5250732	UK 199.00	Sum in cart: 810.33
Offer prin	ntout	Part	icipants: 1 adult, Pric	e: net, payment in the	office			5250732		
Offer prin	ntout .	Part	icipants: 1 adult, Pric	e: net, payment in the	office	Date of bir	1 night	Passport		Sum in cart: 810.33
Offer prin Passenge Title Mr	ntout .	Part live	icipants: 1 adult, Pric	e: net, payment in the	office	Date of bir	1 night			Sum in cart: 810.33 I
Offer prin Passenge Title	ntout rs Sur	Part liver name ST	icipants: 1 adult, Pric	E: net, payment in the	office	Date of bir Telephone	1 night			Sum in cart: 810.33
Offer prin Passenge Title Mr Post c	ntout rs Sur	Part liver name ST	icipants: 1 adult, Pric	First name TEST	office		1 night	Passport		Sum in cart: 810.33 I
Offer prin Passenge Title 1 Mr Post c Payer	ntout rs Sur	Part liver name ST	icipants: 1 adult, Pric	First name TEST	office		1 night	Passport		Sum in cart: 810.33 I
Offer prin Passenge Title Mr Post c Payer Title	ntout rs Sur	Part liver name ST	icipants: 1 adult, Pric	e: net, payment in the link First name TEST Street	office		1 night	Passport		Sum in cart: 810.33 I
Offer prin Passenge Title Mr Post c Payer Title Street	ntout rs Sur	Part liver name ST	icipants: 1 adult, Pric	Eink First name TEST Street			1 night th First name	Passport E-mail		Sum in cart: 810.33 i ste format: DD.MM.YY Action
Offer prin Passenge Title Mr	ntout rs Sur	Part liver name ST	icipants: 1 adult, Pric	Eink First name TEST Street Surname Post code			1 night th First name Country	Passport E-mail		Sum in cart: 810.33 I ate format: DD.MM.YY Action
Offer prin Passenge Title Mr Post c Payer Title Street Telephone	ntout rs Sur	Part liver name ST	icipants: 1 adult, Pric	E: net, payment in the Iink First name TEST Street Surname Post code Work telephone			1 night th First name Country Mobile	Passport E-mail		Sum in cart: 810.33 i ste format: DD.MM.YY Action

In order to go to Basket management, select 'BASKET' tab on the top, or 'Manage' button on the basket

SabreVacations	WBasket Admin SlideMax					
Mask List of	nookings Payments '理 Your cart (0/0) Tasks (0)/Messages (0) Log out Agency: 015278001 W35CKUS					
New card		Cart no	o. 35		Chang	e 🚽
≪ Bac	Booking procedure: 1. Searching 2. Offers 3. Booking 4. Confirmation Next >>> City or hotel name Radius Stay from Stay until Find on map	→ Filght	Hote	I Trans Ca	ar Parking	nsurance
+ Flights	Liverpool (England) - United Kingdom 20 km 🚽 29.08.2015 🔟 30.08.2015 🔟	Delete	Туре	Offer	P	ice Status
Hotels/App	Tour Operator Category Board Rooms Room type Adults Children	×	÷	London - Live 29.08 - 05.09 08:45 - 14:10	rpool - London 611.33 E	UR NB
	Available only		ñ	Roscoe House 29.08 - 30.08	199.00 E	UR OK
	Cléar Séàrch 📎			Su	m in cart: 810.33 E	UR
	Crosby Enter a location Map Satellite Lithertand Windle Ecclesion St Helens	De	lete	New	Manag	e »

In order to switch between created baskets, select 'Cart list' and select basket you want to display.

Sat	reVacations W Ba	sket 💍 /	Admin Slide	Max								
Ŀ	oq out								Agenc	y: 913278001 W35CKI	U3	
С	art no. 35		Cart list	x]							Currency EL	JR 🚽
						۹						
	Cart name	AV	Start date	AV	Last modified	*	Client	AV	Additional information		Actions	
	35		29.08.2015		12.07.2015 16:56	3:09	TEST TEST		≻ Ѧ	(B)	Action	•
	32		05.08.2015		02.07.2015 10:37	7:26			える		Action	•
	33		13.10.2015		28.06.2015 23:22	2:29			える		Action	•
	30		11.08.2015		28.06.2015 21:28	3:18			命ナ		Action	•
	31		11.08.2015		28.06.2015 21:28	3:18			合于		Action	•
	16		14.07.2015		28.06.2015 21:28	3:13			合于		Action	•
	28				28.08.2015 21:20	0:31					Action	•

Having added some offers to the basket, we may perform actions listed below:

Cart	name:	Cart no. 3	5		Created on: 1	2.07.15					Add new offer	▼
Offe	rs in ca	art										
05	Туре	Operator	Off	er				Date	Booking no.	<u>Status</u>	Price	Acti
1	<i></i>	flybg,	Po. 1. 2.	Belfast (BHD) time: 13:15 Liverpool (LPL)	Arrival Belfast (BHD) time: 10:15 Liverpool (LPL) time: 14:10 Belfast (BHD) time: 12:30 London (LHR) time: 18:40	Date/Flight time 29.08.2015 Flight time: 1h 30' 29.08.2015 Flight time: 0h 55' 05.09.2015 Flight time: 1h 30' 05.09.2015 Flight time: 0h 55'	K* K* K*	29.08 - 05.09	-	NB	611.33 EUR Action Booking Note Distinguish offer	n X
2	Roscoe House **** (/ Liverpool) Room type: Single, Board: room only Participants: 1 adult, Price: net, payment in the office							29.08 - 30.08 1 night	5255732	ок	Add alternative	

or send it to a customer as a PDF or IBE link.

Log	out							1	Agency: 0132	78001 W35CKU3	
Cart	t no. 35		Cart list							Cu	rrency EUR 🖕
Cart	name:	Cart no. 3	5	Created on: 1	2.07.15					Add new of	ffer 🛛 🔻
Offe	rs in ca	art									
05	Туре	Operator	<u>Offer</u>				Date	Booking no.	Status	Price	Acti
1	÷	flybe,	London - Liverpool - L Pos Departure 1. London (LCY) time: 08:45 Belfast (BHD) time: 13:15 2. Liverpool (LPL) time: 11:40	Arrival Belfast (BHD) time: 10:15 Liverpool (LPL) time: 14:10 Belfast (BHD) time: 12:30	Date/Flight time 29.08.2015 Flight time: 1h 30' 29.08.2015 Flight time: 0h 55' 05.09.2015 Flight time: 1h 30'	Class K* K*	29.08 - 05.09		NB	611.33 EUR	Action
			Belfast (BHD) London (LHR) 05.09.2015 N* time: 17:20 time: 18:40 Flight time: 0h.55' Participants: 1 adult, Ticketing to: 0								
2	ñ	Roscoe House * * * * (/ Liverpool) Room type: Single, Board: room only Participants: 1 adult, Price: net, payment in the office						5255732	ок	199.00 EUR	Action

When you add booking to the basket, the passenger's details will be saved and copied to all the other offers so that making the booking, you will already have the details provided.

NOTICE: If you add booking to basket, this basket cannot be removed.