

Car Reservation in Graphic Mode



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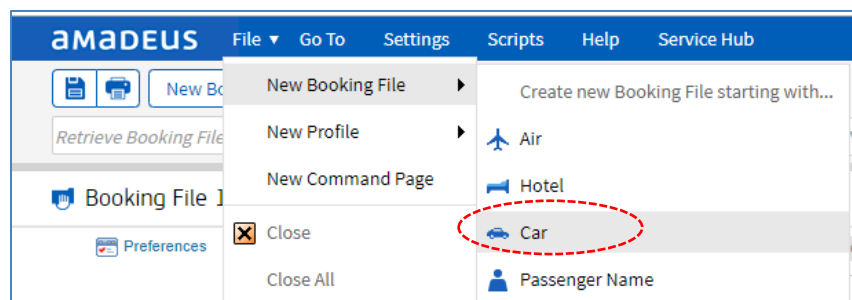
Amadeus Cars is a reservation tool designed to guide you through the entire reservation process using a predefined sequence of steps.

Workflow: Booking a Car

Step	Description
Searching for a car	In the Search page, you specify the car search criteria.
Booking a car	In the Cars page, you select and book a car.
Entering traveller and payment details	In the Checkout page, you enter the traveller and payment details as well as any additional requests such as special equipment.
Confirming your reservation	In the Reservation page, you check your booking and traveller details, and save the reservation to the Booking File.

Step 1: Search for a car.

1.1 Go to the menu **File > New Booking File > Car**



1.2 In the **New Booking** tab of the **Search** page, enter the destination, select the dates > Click on **Search**.

The **Cars** page displays the results of your search.

Step 2: Booking a car.

2.1 In the Cars page, the results returned by your search.

The screenshot displays the 'Cars' search results interface. On the left, there is a 'Filters' sidebar with options like Area, Car Provider, Price, Car Class, Mileage, Prepaid, Boot size, Passenger capacity, Transmission, Exact match, and Package. The main search area shows the results for 'Sydney (SYD) to Sydney, Kingsford Smith (SYD), 09 Oct 2019, 08:00 - 13 Oct 2019, 15:00'. Three car listings are visible:


- Suzuki Swift or similar (ECAR)**: Hertz, Economy category, 2-4 Door, Unlimited kilometers, RC-D06NEU. Price: 6189 THB (1547 THB per day). Pick up: 209 Harris, 2009 Pyrmont - City center. Drop off: Sydney, Kingsford Smith (SYD) - All terminals.
- Hyundai i20 or similar (CCAR)**: Sixt, Compact category, 2-4 Door, Unlimited kilometers, RC-ILY. Price: 6204 THB (1551 THB per day). Pick up: Sydney, Unit 5, 191-201 William Street, 2010 Darlinghurst - City center. Drop off: Sydney, Kingsford Smith (SYD) - Off-Terminal.
- Toyota Corolla or similar (CCAR)**: Hertz, Compact category, 2-4 Door, Unlimited kilometers, RC-D06NEU. Price: 6361 THB (1560 THB per day). Pick up: 209 Harris, 2009 Pyrmont - City center. Drop off: Sydney, Kingsford Smith (SYD) - All terminals.

2.2 Click on the Conditions to open the **Conditions** pop-up window.

This close-up view focuses on the first car listing, 'Suzuki Swift or similar (ECAR)'. The 'Conditions' link is circled in red, and a dashed red callout bubble with the text 'Click Conditions' points to it. The 'Book' button is also visible below the 'Conditions' link.

Additional Information

Pick up: 209 Harris, 2009 Pyrmont (ZESYDC01) - City center
 Drop Off: Sydney, Kingsford Smith (SYD) - All terminals
 Phone: 02 95188450
 Fax: 0295188447
 Services: -



Rate Details | Rate Rules | Station Policies | Map Location | T&Cs

Rate information

Plan Rate: 758 THB Weekly Tax - Tax: 563 THB
 Adm - Admn Recovery:: 151 THB
 Lcf - Location Fee:: 310 THB
 Vrr - Vehicle Registration Recovery:: 846 THB
 Owc - One Way Charge: 529 THB

Base rate: 3790 THB Number of days 5
 Estimated total: 6189 THB

Rate Code Information
 D06NEU: Aff ex emea.

Tax
 Tax Included in estimated total price 10 %

Surcharge

ADMN RECOVERY: Included in estimated total price 4 %

Location Customer Fee Included in estimated total price 6 %

Vehicle Registration Reimbursement Sur Included in estimated total price 169 THB Per day.

One Way Charge Included in estimated total price 529 THB Per rental.

Road-side Assistance Optional not included in total price 63 THB Per day.

Coverage

Loss Damage Waiver Optional not included in total price 519 THB Per day.

Theft Protection Optional not included in total price 731 THB Per day.

Special equipment
 Optional equipments not included in total price


- Navigational system

2.3 Select the car, Click on **Book** to complete the rental.

Listing view | **Category view** | Map view

Group rates by: Car rental station | No grouping Sort Rates by: Price | Proximity | Mileage

Suzuki Swift or similar (ECAR)



Hertz * 5 2

Category: Economy
 Type: 2-4 Door
 Mileage: Unlimited kilometers
 Codes: RC-D06NEU

Pick up: 209 Harris, 2009 Pyrmont - City center
 Drop Off: Sydney, Kingsford Smith (SYD) - All terminals

6189 THB
 1547 THB per day

[Conditions](#)

Step 3: Entering traveller and payment details.

3.1 In the Traveller Identification section, enter the name of the driver.

The screenshot shows the 'Checkout' stage of a car rental reservation. The interface is divided into several sections:

- Car Booking Details:** Shows a red Suzuki Swift car from Hertz. Make: Suzuki Swift or similar, ACRISS code: ECAR (Economy, 2-4 doors, Auto, Air Conditioning), Capacity: 5 seats, 3 luggage, Mileage: Unlimited miles, Extra km: -, Rate Code: D06NEU, Special Rate: -.
- Itinerary Details:** Pick-up: 10 / 209 Harris St, DARLING HARBOUR (1) 2009 NS AU, 09Oct19, 08:00. Drop-off: Keith Smith Ave, SYDNEY NSW (1) 2020 NS AU, 13Oct19, 15:00.
- Price Details:** 5 days Base Rate: 3,790 THB, Tax - Tax: 563 THB, Adm - Admn: 151 THB, Recovery: -, Lcf - Location Fee: 310 THB, Vrr - Vehicle Registration Recovery: 846 THB, Owc - One Way Charge: 529 THB. ***Total Price: 6,189 THB (293 AUD)**. *Total price includes all estimated taxes and fees.
- Traveller Identification (highlighted):** Title: Ms, Last name: PHONMAT, First name: THAYADA, Email: THAYADA@THAIAMADEI, Phone: 0801234567, FT Number: [dropdown], Airline code: [dropdown], Flight No: [dropdown].
- Form of Payment:** Payment for the Travel Agency: None, Guarantee Type: Credit card, Credit Card: American Express, Card Origin: New Credit Card, Card Number: 370000000000002, Expiration Date: Oct 2020, CVV: 1234.

Buttons at the bottom include 'Back To Search', 'Reset', and 'Send Reservation Request'.

3.2 In the Form of Payment section, select the form of payment.

This screenshot is identical to the one above, showing the 'Checkout' stage of a car rental reservation. The 'Form of Payment' section is highlighted with a red dashed box, showing the following details:

- Form of Payment:** Payment for the Travel Agency: None, Guarantee Type: Credit card, Credit Card: American Express, Card Origin: New Credit Card, Card Number: 370000000000002, Expiration Date: Oct 2020, CVV: 1234.



The other sections (Car Booking Details, Itinerary Details, Price Details, and Traveller Identification) remain the same as in the previous screenshot.

3.3 Click on **Send Reservation Request** to display the Confirmation page.

Search	Cars	Checkout	Reservation
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Car Booking Summary
Your car booking is confirmed. To finalise your reservation please end transact your PNR.

Reservation Information
We recommend that you make a note of the booking reservation number or print/send this page to your customer.

Reservation number J152F588017  

Car Booking Details

Associated Traveller:	Ms Phonmat Thayada	Email:	THAYADA@THAIAMADEUS.COM
Confirmed Special Equipment:	-		
Pick-up:	10 / 209 Harris St, DARLING HARBOUR (1) 2009 NS AU 09Oct19, 09:00		
Drop-off:	Keith Smith Ave, SYDNEY NSW (1) 2020 NS AU 13Oct19, 15:00		
Make:	Suzuki Swift or similar		
Class:	Economy	Seat Capacity :	5
Number of doors:	2-4	Luggage Capacity :	3
Transmission:	Auto	Mileage:	Unlimited miles
Drive:	-	Extra km:	-
Fuel Type:	-	Rate Code:	D06NSG
Air Conditioning:	Air Conditioning	Special Rate:	-

5 days Base Rate:	3,790.01 THB
Tax - Tax :	562.79 THB
Adm - Admn Recovery :	151.22 THB
Lcf - Location Fee :	309.84 THB
Vrr - Vehicle Registration	845.98 THB
Recovery :	
Owc - One Way Charge :	528.74 THB
Quoted Price:	<u>6,188.58 THB</u>
*Total Price:	6,188.58 THB (292.61 AUD)

[Conditions](#)

Form of Payment
Payment: -
Guarantee: Credit Card

The Total price may vary from the Quoted Price due to the additional costs of optional services.
*Total price includes all estimated taxes and fees.

[Go To Booking File](#)

Step 4: Confirm the booking.

4.1 Go to the **Booking File** module. Click

[Go To Booking File](#)

4.2 In the Reservation page, you check your booking and traveler details.

4.3 Click on **Save and Confirm (ER)** to confirm and save your booking to the Booking File.

Booking File - PHONMAT THAYADA MS (1) - 09OCT - SYD - LXPYSC Owned by BKKOK219W

Booking File Information

Booking File History | TST History | Cryptic Display | View TSM History | Delay Booking File | Place On Queue | Copy

Request Received From (RF): PAX TK TL12SEP19
 Responsible Agent TMAS Responsible Office BKKOK219W Ticketing Office: BKKOK219W
 Created on 12SEP19 06:50 by 0182TM Last saved 12SEP19 06:50 Record Locator: LXPYSC

Passenger and Contact Details

Add/Update | Delete | Split Booking File | Retrieve Profile | Copy Agency Contact

Passenger	PTC	Contact
1 PHONMAT THAYADA MS	ADT	Mobile Phone (APM) 0801234567 Email (APE) THAYADA@THAIAMADEUS.COM

General contact (example: Assistant, Travel Agency)
-

Itinerary Details (1)

Air Pricing | Manual Booking Pricing | Add Manual Booking | Modify | Cancel | Issue Itinerary | Rebook (SB)

Display by: Chronological order Product

1. Car	Hertz	09OCT19 09:00 Sydney	13OCT19 15:00 Sydney	4 days 292.61 AUD	HK1	Details
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Associated to: P1. PHONMAT THAYADA MS Edit

Sales

Booking Folder Title: LXPYSC	Destination Place	Destination City/Airport Code	Country Code	Start Date	End Date
	SYDNEY	SYD	AU	09OCT19	13OCT19

Order Reference | Order Id | Order By

Save & Confirm (ER)
Saved at 12SEP19 06:50 (GMTL)
Ignore (IR)

How to Modify a Booking From the Booking File

1. Click on **Go to Booking File**.
2. Select the segment, Click on **Modify** in the Itinerary details section.

Booking File - PHONMAT THAYADA MS (1) - 09OCT - SYD - LXPYSC

Booking File Information

Request Received From (RF): PAX TK TL12SEP19

Responsible Agent TMAS Responsible Office BKKOK219W Ticketing Office: BKKOK219W

Created on 12SEP19 06:50 by 0182TM Last saved 12SEP19 06:50 Record Locator: LXPYSC

Passenger and Contact Details

Add/Update Delete Split Booking File Retrieve Profile Copy Agency Contact

Passenger	PTC	Contact
1 PHONMAT THAYADA MS	ADT	Mobile Phone (APM) 0801234567 Email (APE) THAYADA@THAIAMADEUS.COM

General contact (example: Assistant, Travel Agency)
-

Itinerary Details (1)

Air Pricing Manual Booking Pricing Add Manual Booking **Modify** Cancel Issue Itinerary Rebook (SB)

Display by: Chronological order Product

1.	Car	Hertz	09OCT19	09:00	Sydney	13OCT19	15:00	Sydney	4 days	292.61 AUD	HK1	Details
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Associated to: P1.PHONMAT THAYADA MS X Edit

3. The Modification window is displayed.

Modification Reservation

Please click on "change car" to start modification.

Car Booking Summary Hide

Hertz 

Pick up:
Hertz (ZESYDC01), 10 / 209 Harris St, DARLING HARBOUR (NS AU)
09 October 2019, 09:00

Drop Off:
Hertz (ZESYDT50), Keith Smith Ave, SYDNEY NSW (NS AU)
13 October 2019, 15:00

Associated traveller:
Thayada Phonmat

Modification policy
Information not returned by the provider.

Car rate summary

Make: A SUZUKI SWIFT OR SIMILAR or similar

Class: Economy

Number of doors: 2-4

Transmission: Automatic

Drive: -

Fuel Type: -

Mileage: Unlimited

Extra km: -

Rate Code: D08NSG

Special Rate: -

Total Price*: 292.61 AUD
(* Estimated taxes and fees included.)

Your Car Search Options

Pick-up location: Hertz (ZESYDC01), 10 / 209 Harris St, DARLING HARBOUR (NS AU)

Drop-off location: Hertz (ZESYDT50), Keith Smith Ave, SYDNEY NSW (NS AU)

Pick-up date: 09OCT19 Wednesday Time: 09:00 Days: 4

Drop-off date: 13OCT19 Sunday Time: 15:00

ACRIS code
ECAR

Special Equipment:

Supplementary info

- Scroll down to the bottom of the page, Click on **Change Car** button.

Hide these modification options

Discount options

Car provider	Discount type	Code/Number
Hertz	Rate Code (RC)	D06NSG

Delivery:

None
 Address
 Site Info

Collection:

None
 Address
 Site Info
 Same as Delivery

Form of Payment

Payment for the Travel Agency
 Please Select... ▼

Guarantee Type:
 Please Select... ▼

Billing number

Traveller Identification

Associated traveller: Phonmat Thayada MS

FT Number:

Flight No:

- Enter the required modifications.
- Click on **Send Modification Request** to save your changes.

Your Car Search Options

Pick-up location: Hertz (ZESYDC01), 209 Harris, 2009 Pyrmont

Drop-off location: Sydney, Kingsford Smith (SYD)

Pick-up date: 09OCT19 Wednesday Time: 09:00 Days: 4
 Drop-off date: 13OCT19 Sunday Time: 12:00

ACRIS code
 CCAR

Special Equipment:

Supplementary info

Hide these modification options

Discount options

Car provider	Discount type	Code/Number
Hertz	Rate Code (RC)	D06NSG

Delivery:

None
 Address
 Site Info

Collection:

None
 Address
 Site Info
 Same as Delivery

Form of Payment

Payment for the Travel Agency
 Please Select... ▼

Guarantee Type:
 Please Select... ▼

Billing number

Traveller Identification

Associated traveller: Phonmat Thayada MS

FT Number:

Flight No:

7. You can see the modification and confirm in the car booking summary.

Modification
Reservation

Car Booking Summary
 Your car booking has been successfully modified and confirmed. To finalise your reservation please end transact your PNR.
~~The rate of your former booking was not confirmed by the provider.~~

Reservation Information
 We recommend that you make a note of the booking reservation number or print/send this page to your customer.
Number will be provided upon confirmation.

PNR record locator: LXPYSC

Car Booking Details

Associated Traveller: Ms Phonmat Thayada Email: THAYADA@THAIAMADEUS.COM

Confirmed Special Equipment: -

Pick-up: 10 / 209 Harris St, DARLING HARBOUR (1 2009 NS AU) 09Oct19, 09:00 Drop-off: Keith Smith Ave, SYDNEY NSW (1) 2020 NS AU 13Oct19, 12:00	<p>5 days Base Rate: 4,513.32 THB Tax - Tax: 641.89 THB Adm - Adm Recovery: 176.80 THB Loc - Location Fee: 353.20 THB Vrr - Vehicle Registration: 845.99 THB Recovery: - Owo - One Way Charge: 528.74 THB Quoted Price: <u>7,059.73 THB</u></p> <p>*Total Price: 7,059.73 THB (333.80 AUD)</p> <p style="text-align: right; color: blue;">Conditions</p>
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Make: Hyundai Elantra or similar Class: Intermediate Seat Capacity: 5 Number of doors: 2-4 Luggage Capacity: 5 Transmission: Auto Mileage: Unlimited miles Drive: - Extra km: - Fuel Type: - Rate Code: D06NSG Air Conditioning: Air Conditioning Special Rate: -	<p>Form of Payment</p> Payment: - Guarantee: - The Total price may vary from the Quoted Price due to the additional costs of optional services. *Total price includes all estimated taxes and fees.
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[Go To Booking File](#)

8. To ensure that your changes have been saved, Click on **Go To Booking File**.

9. Click on **Save and Confirm (ER)** to confirm and save your booking to the Booking File.

Booking File - PHONMAT THAYADA MS (1) - 09OCT - SYD - LXPYSC Owned by BKKOK219W

Booking File Flags: No flags to display

Booking File Information

Request Received From (RF): PAX TK TL12SEP19
 Responsible Agent THAS Responsible Office BKKOK219W Ticketing Office: BKKOK219W
 Created on 12SEP19 06:50 by 0182TM Last saved 12SEP19 06:50 Record Locator: LXPYSC

Passenger and Contact Details

Passenger	PTC	Contact
PHONMAT THAYADA MS	ADT	Mobile Phone (APM) 0801234567 Email (APE) THAYADA@THAIAMADEUS.COM

General contact (example: Assistant, Travel Agency): -

Itinerary Details (1)

Air Pricing | Manual Booking Pricing | Add Manual Booking | Modify | Cancel | Issue Itinerary | Rebook (SB)

Display by: Chronological order Product

1. Car	Hertz	09OCT19 09:00 Sydney	13OCT19 12:00 Sydney	4 days 333.80 AUD	HKL	Details
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Associated to: [P1] PHONMAT THAYADA MS Edit

Sales

Booking Folder Title: LXPYSC	Destination Place	Destination City/Airport Code	Country Code	Start Date	End Date
	SYDNEY	SYD	AU	09OCT19	13OCT19
	Order Reference	Order Id	Order By		
	N/A	N/A	N/A		

Go To

Show in Command Page

More Products

Show Booking File

Quality Monitor

No Quality Monitor items to check

[Save & Confirm \(ER\)](#)

Saved at 12SEP19 06:50 (GMT)

[Ignore \(IR\)](#)

Cancelling a Booking

How to Cancel an Unconfirmed Booking

Click on **Ignore (IG)** in the Reservation page.

How to Cancel a Confirmed Booking

1. Click on **Go to Booking File**.
2. Click on **Cancel** in the Itinerary Details section.

Booking File - PHONMAT THAYADA MS (1) - 09OCT - SYD - LXPYSC

Booking File Information

Request Received From (RF): PAX TK TL12SEP19

Responsible Agent TMAS Responsible Office BKKOK219W Ticketing Office: BKKOK219W
Created on 12SEP19 06:50 by 0182TM Last saved 12SEP19 06:50 Record Locator: LXPYSC

Passenger and Contact Details

Passenger	PTC	Contact
1 PHONMAT THAYADA MS	ADT	Mobile Phone (APM) 0801234567 Email (APE) THAYADA@THAIAMADEUS.COM

General contact (example: Assistant, Travel Agency)
-

Itinerary Details (1)

Air Pricing Manual Booking Pricing Add Manual Booking Modify **Cancel** Issue Itinerary Rebook (SB)

Display by Chronological order Product

1. Car	Hertz	09OCT19	09:00	Sydney	13OCT19	15:00	Sydney	4 days 292.61 AUD	HK1	Details
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Associated to: P1. PHONMAT THAYADA MS Edit

3. Click on **Cancel segment(s)** to cancel a confirmed booking

Cancel segment(s)

Do you want to cancel the segment(s)?

All the segments with the same booking reference will be cancelled.

Cancel segment(s) Do not cancel segment(s)

4. Click on **Save and Confirm (ER)** to save the booking cancellation.

Booking File - PHONMAT THAYADA MS (1) - LXPYSC
Owned by BKKOK219W

Booking File Flags: No flags to display

Booking File Information

Request Received From (RF): PAX TKTL12SEP19

Responsible Agent THAS Responsible Office BKKOK219W Ticketing Office: BKKOK219W

Created on 12SEP19 06:50 by 0182TM Last saved 12SEP19 06:50 Record Locator: LXPYSC

Passenger and Contact Details

Passenger	PTC	Contact
PHONMAT THAYADA MS	ADT	Mobile Phone (APM) 0801234567 Email (APE) THAYADA@THAIAMADEUS.COM

General contact (example: Assistant, Travel Agency)
-

Sales

Destination Place	Destination City/Airport Code	Country Code	Start Date	End Date
N/A	N/A	N/A	N/A	N/A

There are no active sales items to be shown.

What do you want to do next?

- Retrieve a Profile
- Air Booking
- Add Seats and Services
- Add manual E-Ticket (FHE)
- Add Manual Booking
- Car Booking
- Add a Remark
- Add manual EMD (FHD)
- Add/Update passenger
- Hotel Booking
- Add an Other Service information
- Australian Visa Application
- Air Pricing/TST
- Add a Form of Payment
- Add Fee

Save & Confirm (ER)

Saved at 12SEP19 06:50 (GMT)

Go To

Show in Command Page

More Products

Show Booking File

Quality Monitor

No Quality Monitor items to check