

Amadeus Selling Platform Connect

Car Reservation



Thai-Amadeus Southeast Asia Learning Centre

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Getting started with Amadeus Cars

Amadeus Cars Plus is the car rental reservation module integrated in Amadeus Selling Platform Connect. This module guides you through every step of the car booking process.

Amadeus Cars Plus provides real-time availability from various car rental providers, including both major international companies and local providers. This reservation tool helps you efficiently manage car rentals for your customers.

| 1 Search (2) Select | 3 Book | (4) Confirm |
|---------------------|--------|-------------|
|---------------------|--------|-------------|

Workflow: Booking a Car

| St | ер | Description |
|----|----------------------------|---|
| 1) | Searching for a car | In the Search page, you specify the car search criteria. |
| 2) | Selecting a car | In the Select page, you select and book a car. |
| 3) | Booking a car | In the Book page, you enter the traveler and booking details as well as any additional requests such as special equipment. |
| 4) | Confirming your booking | In the Confirm page, you check your traveler and booking details, and save the reservation to the booking file. |

How to access Amadeus Cars Plus

You can access the Cars Plus module in various ways from Amadeus Selling Platform Connect.

- ✓ Inthemenubar, select File > New booking file > Car (1).
- ✓ Alternatively, in the New booking file section, select Car (2).



✓ From the New command page drop-down button, select Car (3).



New design of the Cars Plus user interface (UI)

The features described in this guide are based on the improved design of the Amadeus Cars Plus user interface. This new UI is now the default UI.

| | Your c | ar search options | |
|-------------------|-----------------------|-------------------|---------------------------|
| Pick-up location | | | |
| City or Airport | O Address or Landmark | Rental Station | O Delivery and Collection |
| City or Airport * | | Area | |
| Name, IATA code | | No Preference | - |
| Pick-up date * | Pick-up Time * | Days * | |
| Thu, 5 Jun 25 | 10:00 | 1 | |
| Drop-off location | | | |
| Same as pick-up | ⊖ Airport | O Rental Station | O Delivery and Collection |
| Drop-off date * | Drop-off Time * | | |
| Fri, 6 Jun 25 | 10:00 | | |
| | | | |

Note: If you need to access these features, you need to switch to the old UI by clicking **Return to previous version** in the Search page.

| Return to the previous version and switch to the new design anytime | Keturn to previous version |
|---|----------------------------|
| | |
| | |
| \mathcal{L}_{O} | |
| * | |

1. Searching for a car

- 1.1. Access Amadeus Cars Plus. The Search page is displayed by default.
- 1.2. Enter your search criteria.

| ○ Address or Landmark | O Rental Station | O Delivery and Collection |
|-----------------------|--|--|
| | Area | |
| 'l Airport (BKK) | × Terminal | • |
| Pick-up Time * | Days * | |
| Initial | 2 | |
| | | |
| ⊖ Airport | O Rental Station | O Delivery and Collection |
| Drop-off Time * | | |
| 10:00 | | |
| | Address or Landmark I Airport (BKK) Pick-up Time * ☐ 10:00 Airport Drop-off Time * ☐ 10:00 | Address or Landmark Rental Station Area Terminal Pick-up Time * Days * 10:00 2 Airport Rental Station Drop-off Time * 10:00 |

- **1.3.** In the Pick-up location section, specify the car pick-up details.
 - a) Select the location type: City or airport, including IATA code, address or landmark, or a delivery and collection point.
 - b) Specify the location details depending on the selected location type.
 - c) Select the pick-up date and time. You can also add the number of days for the rental.
- **1.4.** In the Drop-off location section, specify the car drop-off location details in the same way. If the car needs to be returned to the pick-up location, leave the Same as pick-up option selected.

1.5. If required, click More search criteria to define additional search criteria.

| Provider | | | | | | |
|-------------------------------|-------------|------------------|---------------|---|------------------------|---------------|
| Select up to 5 Providers | | | | | | • |
| Rate options | | | | | | |
| Currency | | | | | | |
| ТНВ | × • | | | | | |
| Vehicle options | | | | | | |
| Vehicle options | O Pseudo o | ode | ⊖ ACRISS code | | | |
| Category | | Air conditioning | | | Transmission | |
| Select up to 5 car categories | - | No Preference | | • | No Preference | • |
| Discount options | | | | | | 2 Preferences |
| Car provider | Discount ty | /pe | Code/Number | | Label | |
| | | No | rows to show. | | | |
| + Add | | | | | | |
| | | | | | Less search criteria 🔿 | Q Search |
| | | | | | | |

- a) Select one or more car providers from the Provider drop-down list.
- b) Under Rate options you can select the Currency to be displayed.
- c) Under Vehicle options, Use one of the following options to specify the car type:
 - Vehicle options: From the Car category drop-down list, select up to five car categories. You can also specify air conditioning and transmission preferences.
 - **Pseudo code**: From the Pseudo code drop-down list, select a car type to search for cars with a specific set of features.
 - ACRISS code (Association of Car Rental Industry System Standards): Enter a fourletter code to specify any combination of category, type, transmission, fuel and air conditioning.

You can enter up to five ACRISS codes, separated by a comma. An asterisk (*) can be used as a wildcard. Example: ECMN, E*MN

Note: Click List of codes to view how to construct a four-letter ACRISS code.

- d) To search for discounted, special and negotiated car rental rates, add one or more discount codes.
 - In the **Discount options** section, click Add.
 - Select the car provider and then the discount type from the drop-down lists. The available discount types depend on the provider that you select.
 - Enter the code or number and a name for the discount.
 - You can also define default discounts, which will be automatically shown in the Discount options section, by clicking Preferences.

1.6. Click Search.

The cars matching your search criteria are displayed in the Select page.

2. Selecting a car

2.1. In the Select page, the results returned by your search. review the results of your car search.



2.2. Click the respective tabs to view the search results in different ways.

| Tab | Description |
|--------------|--|
| Listing view | The car offers with the lowest estimated price are shown on top. |
| (default) | You can change the default sorting order by selecting one of the options from the Sort by drop-down list. |
| | - To view the provider conditions summary, click Conditions. |
| Category | A table with the best prices by car category and provider is shown. |
| View | ⁻ For each provider, the best price in each category is shown. |
| | ⁻ The best rate in each category is highlighted in green. |

Example: Search results in the Category view

| Area | ~ | Listing view Category view Best rate in category | Check the box to sele | ect the rates to compare | 2 | |
|---------------------------------|--------------|--|-----------------------|--------------------------|-------------|--------------|
| Price (THB) | ~ | , | Compact | Economy | Mini | Intermediate |
| 2332 Masked rates included | 64200 | Sister Bangkok Suvarnabhumi Int'l Airport (Bł K) - | THB 2782.00 | THB 2782.90 | THB 2471.70 | THB 3795.12 |
| Category Shuttle information | ~ | Hertz Bangkok Suvarnabhumi Int'l Airport (Bł K) - | THB 2332.60 | THB 2332.60 | NO RATE | NO RATE |
| Mileage Trunk size | ~ | | | | | |
| | | | | | | |

2.3. To narrow down your search results, click on any of the **Filters** and enter filter criteria. The search results page updates and displays only cars that meet your criteria.

For each filter, a number shows how many matching cars are found.

| Area | \sim | Listing view | Category view | | | |
|---|--------|---------------|-------------------|--|---------|----------------|
| Car provider | ^ | 36 Results | | | Sort by | Lowest price f |
| | | Hertz | | Honda City Hatchback or similar (CDAR) | | THB 233 |
| Q Providers | | | E.W.T. | Category: Compact Type: 4-5 Door | | THB 1166.3 |
| HERTZ | 2 | | | Transmission: Automatic | | Conditions |
| | 24 | - | - A | Mileage: Unlimited | | |
| | 5** | | - K | & ≜x4 □ x2 | | |
| Price (THB) | ^ | Pick Up / Dro | p Off: Bangkok Su | varnabhumi Int'l Airport (BKK) - All Terminals | á | မြို Compare |
| 2222 | 64202 | Hertz | | Toyota Vios Honda City or similar (EDAR) | | THB 233 |
| 2332 | 64200 | | | Category: Economy | | THB 1166.3 |
| | - | | 3/3D. | Type: 4-5 Door | | Conditions |
| Masked rates included | 0 | - | - | Mileage: Unlimited | | |
| - | | | | Codes: RC-AAS1 | | |
| Category | ~ | Pick Up / Dro | p Off: Bangkok Su | ☆ ≧ X 5 Ⅲ X 3 varnabhumi Int'l Airport (BKK) - All Terminals | á | မြို Compare |
| Shuttle information | \sim | 0 | | Honda Brio Aut. or similar (MDAR) | | TUD 247 |
| Mileane | \sim | 2141 | | Category: Mini | | THB 1235 8 |
| Intelige | | - | | Type: 4-5 Door | | Conditions |
| Trunk size | \sim | | 1 | Transmission: Automatic Mileage: Unlimited | | conditions |
| | | 8 | | Codes: RC-CYA | | |
| Passenger capacity | \sim | | | | | ຸ ເ |
| · · · · · · | | Pick Up / Dro | p Off: Bangkok Su | varnabhumi Int'l Airport (BKK) - All Terminals | á | 🖗 Compare |
| Transmission | ~ | SUT | | Honda WRV or similar (CFAR) | | THB 278 |
| Fuel type | \sim | | | Category: Compact | | THB 1391.0 |
| | | a | | Transmission: Automatic | | Conditions |
| | | | - TO BE | Mileage: Unlimited | | |
| | | | | Codes: RC-CYA | | |



What are the filter options?

| Filters | Description |
|---------------------|--|
| Area | Specify the search area. For example: Terminal. |
| Car provider | Select specific car providers. |
| Price | Use the slider to specify your minimum and maximum budget, in your preferred currency. Select the Masked rates included checkbox to display masked rates, if available. If the search returns only masked rates, the price slider is greyed out. If a search returns masked rates, the checkbox Masked rates included appears in the Price filter. By default, this checkbox is selected and the number of masked rates is shown. If the search returns only masked r the price slider is greyed out and the masked rate details are displayed |
| Category | Select specific car categories. |
| Shuttle information | Select the type of shuttle service required. This filter is only displayed for terminal and off-terminal locations and when at least one of them has associated shuttle information. |
| Services | Select whether you want delivery or collection services, or extra opening hour |
| Mileage | Select cars with limited or unlimited mileage. |
| Trunk size | Select the size requirements for the luggage: Small, medium or big. |
| Passenger capacity | Select the required passenger capacity of the car. |
| Transmission | Select cars with automatic or manual transmission. |
| Fuel type | Select cars with a specific fuel type. |
| 01/10'0' | |

2.4. Click Conditions for a car to review the provider's rate details, rate rules and station policies..





How to compare car offers

- 1. In the Listing view tab, click Compare to select car offers for comparison. In the Category view, select the checkboxes for the car rates that you want to compare. The selected cars are added at the bottom.
- 2. Click Compare.

Example: Compare cars in the Listing view

| (| 1) Search — | 2 | Select ③ Book (| 4 Confirm |
|--|--------------|--|--|--|
| Bangkok Suvarnabhumi In Wed, 1 Oct 25 ① 10:00 | t'lAirport → | Bangkok Suvarnabhu H Fri, 3 Oct 25 🔇 10:0 | mi Int'l Airport 00 | Q Modify search |
| Area | ~ | Listing view Cate | igory view | |
| Car provider | ~ | 34 Results | | Sort by Lowest price first 💌 |
| Price (THB) | ~ | Hertz | Honda City Hatchback or similar (CDAR) Category: Compact | THB 2332.60 THB 1166.30 per day |
| Category | ~ | | Type: 4-5 Door Transmission: Automatic Mileage: Unlimited | Conditions |
| Shuttle information | ~ | A | Codes: RC-AAS1 * & X 4 ① × 2 | |
| Mileage | ~ | Pick Up / Drop Off: Ba | angkok Suvarnabhumi Int'l Airport (BKK) - All Terminals | ✓ Compare Book |
| Trunk size | \sim | Hertz | Toyota Vios Honda City or similar (EDAR) Category: Economy | THB 2332.60 THB 1166.30 per day |
| Passenger capacity | \sim | 50 | Transmission: Automatic Mileage: Unlimited | Conditions |
| Transmission | ~ | Pick Up / Drop Off: Ba | * 2 x 5 ① x 3 | ✓ Compare Book |
| Fuel type | ^ | e fa | Honda Brio Aut. or similar (MDAR) | THE 2471 70 |
| Electric | 10 | SIAI | Category: Mini | THB 1235.85 per day |
| Hybrid | 1 | | Type: 4-5 Door Transmission: Automatic Mileage: Unlimited Codes: RC-CYA | Conditions |
| | | Pick Up / Drop Off: Ba | angkok Suvarnabhumi Int'l Airport (BKK) - All Terminals | V Compare Book |
| | | SốT | Honda WRV or similar (CFAR) Category: Compact Type: Sport Utility Vehicle | THB 2782.00 THB 1391.00 per day Conditions |

2

Example: Compare cars in the Category view

| | | 1 | Search - | 2 Select | 3 Book | (| 4 Confirm | | |
|---------------------------|---------------------|--|----------|--|------------------------|-------------------------|-------------|--------------|-----------------|
| | Bangkok ⊟ Wed, 1 | Suvarnabhumi Int'l A Oct 25 🕓 10:00 | irport → | Bangkok Suvarnabhumi Int'l Airport | | | Q Modify: | search | |
| | Area | | \sim | Listing view Category view | | | | | |
| | Car provi | der | \sim | Best rate in category | Check the box to selec | ct the rates to compare | | | |
| | Price (TH | B) | \sim | | Compact | Economy | Mini | Intermediate | D |
| | Category | , | \sim | SIXT | | | | | |
| | | | | Bangkok Suvarnabhumi Int'l Airport (BK | THB 2782.00 | THB 2782.90 | THB 2471.70 | THB 3795.12 | |
| | Shuttle ii | nformation | ~ | К) - | Conditions | Conditions | Conditions | Conditions | |
| | Mileage | | \sim | Hertz | | | | | |
| | Trunk siz | e | \sim | Bangkok Suvarnabhumi Int'l Airport (BK | THB 2332.60 | THB 2332.60 | NO RATE | NO RATE | |
| | Passenge | er capacity | \sim | К) - | Conditions | Conditions | | | |
| | Transmis | sion | ~ | | | | | | |
| SIXT, Compact THB 2782 | × | HERTZ, Compact THB 2332.6 | × | HERTZ, Economy X THB 2332.6 | | | | Cl | ear all Compare |

The selected cars are shown side-by-side, with their rates and main features.

| Go back to results screen H <li< th=""><th>SSST SSSS SSSSSSSSSSSSSSSSSSSSSSSSSSSS</th><th>Hertz</th><th>Copy to clipbos</th></li<> | SSST SSSS SSSSSSSSSSSSSSSSSSSSSSSSSSSS | Hertz | Copy to clipbos |
|--|---|---|--|
| H H H H H H H H H H H H H H H H H H H | | Hertz | Hertz |
| H 북 8 | onda WRV or similar (CFAR) 8 은 x 5 ① x 4 | Honda City Hatchback or similar (CDAR) | 500 |
| B | | \$ 8 × 4 □ × 2 | Toyota Vios Honda City or similar (EDAR) 緣 은 x 5 미x 3 |
| | angkok Suvarnabhumi Int'l Airport (BKK) - Il Terminals | Bangkok Suvarnabhumi Int'l Airport (BKK) - All Terminals | Bangkok Suvarnabhumi Int'l Airport (BKI All Terminals |
| Total Price | THB 2782.00 | THB 2332.60 | THB 2332.60 |
| Category | Compact | Compact | Economy |
| Туре | Sport Utility Vehicle | 4-5 Door | 4-5 Door |
| Transmission | Automatic | Automatic | Automatic |
| Mileage | Inlimited | Unlimited | Unlimited |
| Extra KM | | - | - |
| Rate Code | CYA | AAS1 | AAS1 |
| Special Rate | | | - |
| | Conditions | Conditions | Conditions |

3. If required, click the **Copy to clipboard** button to copy and paste the car offers into an email or document.

2.5. Select the car, Click on Book to complete the rental.



3. Booking a car

3.1. In the Select page, click Book for the car that you want.



The Book page opens.

3.2. Check that the car rental details are correct.

| | la City or similar | | | | Provide | r | | |
|--|--|---|-------------|----------------|-------------------------|--------------------------------------|---------------------------------------|--|
| ACRISS code: | EDAR (Economy, 4-5 Door, / | Automatic, | | | Hertz | | Conditions | |
| Capacity: | Air Conditioning) 5 seats, 4 baggage | 5 | | A | | | | |
| Mileage: Rate Code: | Unlimited AAS1 | | 18 | | Price Br | eakdown | | |
| Special Rate: | | * | 8×5 (| 🗇 x 3 | 2 days Bas Tax - Tax | e Rate | THB 2180.00 THB 152.60 | |
| Bangkok Suvarnabhumi In | nt'l Airport (BKK) → I | Bangkok Suvarnabhumi In ⊟ Eri 3 Oct 25 (€) 10:00 | t'l Airpo | ort (BKK) | | | | |
| | | 5 11,5 00025 () 10.00 | | | Total Pr | ice * | THB 2332.60 | |
| | | | | | () catillat | a taxes and rees included | | |
| Traveler Identificatio | วท | | | | | | | |
| Title | First name * | | | Last name* | | | | |
| Title 🔹 | ADAM | | | SMITH | | | | |
| Email* | | | | Phone numbe | r | | | |
| ALC@THAIAMADEUS.C | ОМ | | | TH (+66) | - 80 | 1234567 | | |
| Flight number | | | | | | | | |
| e.g; LH4234 | | | | | | | | |
| | | | | | | | | |
| Special Equipment | | | | | | | ^ | |
| | | | | | | | | |
| Special Equipment | | | | | | | | |
| Special Equipment Select up to 3 equipme Additional Sell In | ents formation and e-ve | Jucher | | | | | • | |
| Special Equipment Select up to 3 equipme Additional Sell In Supplementary info | ents Iformation and e-ve | oucher | | | | | · · · | |
| Special Equipment Select up to 3 equipmen Additional Sell In Supplementary info Booking Source (1) | Iformation and e-v | Ducher Booking Agent (j) | | | | Billing Number ④ | · · | |
| Special Equipment Select up to 3 equipme Additional Sell In Supplementary info Booking Source (1) Booking Source | iformation and e-vi | Ducher Booking Agent (1) Booking Agent | | | | Billing Number ④ | · · · | |
| Special Equipment Select up to 3 equipme Additional Sell In Supplementary info Booking Source () Booking Source Voucher | Iformation and e-v | Ducher Booking Agent (1) Booking Agent | | | | Billing Number ④ | · · · · · · · · · · · · · · · · · · · | |
| Special Equipment Select up to 3 equipme Additional Sell In Supplementary info Booking Source ① Booking Source Voucher None | ents Iformation and e-ve | Booking Agent (i) Booking Agent | | nd-transact PN | iR | Billing Number ④ | · · | |
| Special Equipment Select up to 3 equipment Additional Sell In Supplementary info Booking Source (1) Booking Source Voucher None Booking Tracking | ents | Ducher Booking Agent (1) Booking Agent | · and en | nd-transact PN | IR | Billing Number ④ Billing Number | | |
| Special Equipment Select up to 3 equipme Additional Sell In Supplementary info Booking Source Voucher None Booking Tracking Billing Reference | oformation and e-ve | Ducher Booking Agent (i) Booking Agent Issue e-voucher | | nd-transact Ph | iR | Billing Number ④ Billing Number | | |
| Special Equipment Select up to 3 equipment Additional Sell In Supplementary info Booking Source Voucher None Booking Tracking Billing Reference Billing Reference | ents | Ducher Booking Agent (1) Booking Agent Issue e-voucher Agency Accountin Agency Account | and en | nd-transact PN | iR | Billing Number ④ Billing Number | | |
| Special Equipment Select up to 3 equipment Additional Sell In Supplementary info Booking Source Voucher None Booking Tracking Billing Reference Billing Reference Form of guarante | ents | Ducher Booking Agent (i) Booking Agent Issue e-voucher Agency Accountin Agency Account | · and en | nd-transact PN | IR | Billing Number (i) Billing Number | | |
| Special Equipment Select up to 3 equipment Additional Sell In Supplementary info Booking Source Voucher None Booking Tracking Billing Reference Billing Reference Form of guarante Guarantee Type () | ents | Ducher Booking Agent (i) Booking Agent Issue e-voucher Agency Accountin Agency Account | t and en | nd-transact PN | IR | Billing Number ④ Billing Number | | |

3.3. In the **Traveler identification** section, enter the name and contact details of the driver. Optionally, enter the title, phone number and flight number.

If the booking file already contains the traveler's details, select the driver's name from the dropdown list or select New traveler to add a new one.

3.4. If you searched by delivery and collection point, the Delivery and collection section is available.

The delivery and collection address is the one entered during the search. Instead of the address, you can select the Site info option and then enter the site ID and phone number.

- **3.5.** If needed, in the **Special equipment** section, request any special equipment from the drop- down list, such as a child seat or snow chains. You can select up to three items.
- **3.6.** In the **Additional sell information and e-voucher** section, enter additional information and issue an e-voucher, if required.
- **3.7.** If required, complete any of the fields in the **Booking tracking information** section.

For example, in the Billing reference field, enter invoicing information for the booking, such as cost centers. This information is then included in the invoice from the car provider.

- **3.8.** If a guarantee is required, in the Form of guarantee section, select the guarantee type from the drop-down list.
- 3.9. Click Send reservation request.

The Confirm page is displayed with the reservation number and car rental details.

3.10. You still need to perform an end transaction to confirm the reservation in the booking file, by clicking Save and confirm (ER).

Issuing a car rental e-voucher

How to issue an e-voucher during booking

1. In the Book page, expand the Additional sell information and e-voucher section.

| Supplementary info | | |
|---|-------------------|--------------------|
| | | |
| | | |
| | | |
| | | |
| ooking Source (i) | Booking Agent (1) | Billing Number (1) |
| Booking Source (i) Booking Source | Booking Agent | Billing Number |
| boking Source (i) Booking Source pucher | Booking Agent | Billing Number |

- 2. If needed, complete the fields:
 - a. Supplementary info: Extra information
 - b. Booking source: Booking agency
 - c. Billing agent: Name or identifier of the booking agent
 - d. Billing number: Identifier of the travel agency or company to which the invoice must be sent
 - e. From the Voucher drop-down list, select the required option.
- 3. To issue the car voucher and at the same time complete the PNR transaction, select the **Issue e-voucher and end transact PNR** checkbox.
- 4. Click Send reservation request.

The booking is immediately confirmed and completed.

The record locator number for the booking file is displayed. Keep this number for future reference.

How to issue an e-voucher from the booking file

Note: To issue a car e-voucher, a car segment must be active in the booking file and include a contact point (AP element) and ticketing information (TK element).

- 1. Go to the booking file and retrieve the car booking.
- In the **Car e-vouchers** section, the car segment is displayed with status 'Not issued'.
- 2. Click **Issue**.

| assenger | Segment | E-voucher Number | Reservation number | Discount number | Booking source | Billing number | Value | Amount | Status | |
|---------------|---------|------------------|--------------------|-----------------|----------------|----------------|-------|--------|------------|-------|
| 1 PETIT JULES | 1 | Notissued | 9700902324 | SX | 00127186 | | | | Not issued | Issue |

| assenger | Segment | E-voucher Number | Reser | vation number | Discount number | Booking source |
|----------------|---------|------------------|-------|---------------|-----------------|----------------|
| 1 PETIT JULES | 1 | Notissued | 97009 | 02324 | SX | 00127186 |
| Billing number | | | | Voucher value | | |
| | | | | | | |

- 3. Complete the required fields:
 - a. Billing number: Identifier of the travel agency or company to which the invoice must be sent.
 - b. From the Voucher value drop-down list, select the required option.
- 4. Click Issue.

4. Confirming or canceling a car booking

- 4.1. In the Confirm page, check your booking details.
- 4.2. Click Conditions to review your car provider's rate details, rate rules and station policies.

| We recommend that y | er L244B455548 you make a note of the bookir | ng reservation number or print/send this pa | ge to your customer | |
|----------------------|---|---|--|--------------------------------|
| Associated Traveler: | ADAM SMITH | Email: AL | C@THAIAMADEUS.COM | |
| Toyota Vios Honda C | ity or similar | | Provider | |
| Category: Гуре: | Economy 4-5 Door | | Hertz | Condition |
| Fuel Type: | - | 5.00 | Price Breakdown | |
| Air conditioning: | Air Conditioning | | 2 days Base Bate | THB 2180 0 |
| Baggage capacity: | 2 | ℜ ≧x5 □x3 | Tax - Tax | THB 152.6 |
| Mileage: | Unlimited | | Quoted Price | THB 2332.6 |
| Rate Code: | AASI | | | |
| special Nate. | - | | Total Price * | THB 2332.6 |
| | | | The Total price may vary from the Quoted Price | ce due to the additional costs |
| Bangkok Suvarnabhun | ii Int'l Airport (BKK) → | Bangkok Suvarnabhumi Int'l Airport (BKK) | of optional services. | |
| □ Wed, 1 Oct 25 () : | .0:00 | Fri, 3 Oct 25 (9 10:00 | (*) Estimated taxes and fees included | |
| | | | | Go to booking |
| | | Les. | | |
| | | | | |
| | 2 | | | |

4.3. Click **Go to booking file** to provide any missing mandatory information in the Booking file information and Passenger and contact sections and ticketing information. Then click **Save & confirm (ER)**.

Caution: If you do not click Save & confirm within 30 minutes, your booking will be canceled.

The car booking is displayed in the booking file.

| 🛃 Booking file - SMITH ADAM (1) - 01OCT - BKK - 6UQ84S | Owned by BKKOK219W 🗙 |
|--|-------------------------|
| Booking file flags: No flags to display | Go To > |
| Booking File Information | Show in command page |
| Booking File History TST History Cryptic Display TSM History Delay Booking File Place on queue Copy 🗸 | |
| Received From: TPHONMAT Ticketing Arrangement: TK TL30SEP25 Remove More options | |
| Responsible Agent: TMSU Responsible Office: BKKOK219W Queuing Office: BKKOK219W Amadeus Record locator: 6UQ84S | |
| Created on Jun 4, 2025 by 0182TM Last saved: Jun 4, 2025, 16:16:00 Airline record locators: - | |
| Car e-vouchers | |
| Passenger Segment E-voucher Number Reservation number Discount number Booking source Billing number Value Amount Status | |
| I SMITH ADAM I Not issued L244B455548 ZE 35303354 - - Not issued Issue | |
| Products | |
| | |
| 차는 Add air product 🖹 Add hotel product 🐵 Add car product 📄 Add form of payment 🦪 Send 🗸 | |
| Select products to view the possible actions (like adding seats, services and others). | |
| Wednesday, October 1, 2025 □ @ CAR BKK HERTZ 10:00 - THB 2,332.60 2 ♥ ● Confirmed Modify ∨ Friday, October 3, 2025 10:00 | |
| | Save & Confirm (ER) 🛛 🗸 |
| Passenger and contact details | Ignore (IR) |
| | |

Example: Cars Booking in the Command Page

 \mathbf{X}

| Command page - SMITH ADAM (1) - 010CT - BKK - 6UQ84S | Owned by BKKOK219W 🗙 |
|---|----------------------|
| <pre>> RT RP/BKKOK219W/BKKOK219W TM/SU 4JUN25/0916Z 6UQ84S .SMITH/ADAM(ADT) 2 CCR ZE HKI BKK 010CT 030CT EDAR/BS-35303354/ARR-1000 /EM-ALC@THAIAMADEUS.COM/ES-*ZE*THB 2332.60 2D/LC-BKKT50 /NM-SMITH ADAM/PUP-TLNBK50*GATE 7 8 999 BANGNA TRA RD SAMUTPRAKA/RC-AAS1/RG-*ZE*THB1090.0000 UNL DY 1090.00- UNL XH/RT-1000/CF-L244B455548 *ZE+ **SEE RTSVCC** 3 APE ALC@THAIAMADEUS.COM 4 APM +66801234567 5 TK TL30SEP/BKKOK219W *TRN* ></pre> | € |

Printing and Email

- 1. Retrieve and open the booking file.
- 2. In the Products section, Click Send and select Send Itinerary.

| $\mathfrak{l}_{\mathcal{D}}^{r} angle$ Add air product | 🔗 Add hotel product | 🐵 Add car product | 🗄 Add form | n of payment | \land Send 🔨 | | |
|---|-----------------------------|---|----------------------|--------------|----------------|-------------|---|
| Select products to | view the possible actions (| like adding seats, service | es and others). | | Send itinerary | | |
| 🗌 🚓 CAR | BKK Hertz | Wednesday, October 10:00 - Thursday, October 2, | 1,2025 2025 10:00 | THB 1,166.30 | 1 🛱 🖲 Confirme | ed Modify V | ~ |
| | | | | | 2.0 | <u>}</u> | |

- 3. Select Print/Download or Email (Specify email)
- 4. Click Issue

| sue Itinerary | | | | |
|---|------------------------|-----|--------------------|------|
| Itinerary Type Joint Itinerary Individual Itin | herary | | | |
| Passenger | | PTC | Segments | |
| SMITH / Adam | | ADT | ALL | |
| Document Remarks(0) | | | | ~ |
| Document Language Settings | | | | ~ |
| Print/Download/Send Options | · | | | ^ |
| Print/Download | 🗹 Email | | 🗌 Fax | |
| ou can open the document in your browser | Booking file emails | | Booking file faxes | |
| y clicking the icon at the bottom right of the creen. | View emails | 1 | View Faxes | |
| | ✓ Other emails | | Other Faxes | |
| | THAYADA@THAIAMADEUS.CC | 10 | | |
| | Add email | | | |
| | | | | Issu |

Example: Itinerary Email

| Pain Text | Graphic |
|--|--|
| SMITH/ADAM 01OCT2025 BKK BKK THAI-AMADEUS SOUTHEAST ASIA CO., LTD" <alc@thaiamadeus.com> To Amadeus Learning Center</alc@thaiamadeus.com> | SMITH/ADAM 01OCT2025 BKK BKK TI TAAI-AMADEUS SOUTHEAST ASIA CO., LTD" <alc@thaiamadeus.com> To Amadeus Learning Center</alc@thaiamadeus.com> |
| (i) If there are problems with how this message is displayed, click here to view it in a web browser. CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recommended | () If there are problems with how this message is displayed, click here to view it in a web browser. CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sende |
| THAI-AMADEUS SOUTHEAST ASIA CO., LID BOOKING REF: 6UQ845 89 BUILDING6, 2ND FLOOR DATE: 04 JUNE 2025 VIBHAVADI RANGSIT RD,CHOM PHON CHAUCHAK, BANGKOK IO900 SMITH/ADAM THAILAND ITHAILAND SMITH/ADAM TELEPHONE: +6622079090 FAX: 02 207 9191 EMAIL: ALC@THAIAMADEUS.COM WED 01 OCTOBER 2025 | Document Issue Date : 04JUN2025 Your trip Booking ref : 6UQ845 CheckMyTrip App Traveler Agency Information SMITH/ADAM THAI-AMADEUS SOUTHEAST ASIA CO., UTD 89 BUILDING6, 2ND FLOOR VIBHAVADI RANGSIT RD,CHOM PHON CHATUCHAK,BANGKOK 10900 TH: +6622079090 |
| PICK UP: GATE 7 8 999 BANGNA TRA RD SAMUTFRAKA 01 OCT 10:00 DROP OFF: GATE 7 8 999 BANGNA TRA RD SAMUTFRAKA 02 OCT 10:00 TELEPHONE: 66 59179903 (DICK UP), 66 59179903 (DROP OFF) 02 OCT 10:00 CAR BOOKING REF: L2442808656 000000000000000000000000000000000000 | Fax: 02.207 9191 alc@thaiamadeus.com Your itinerary is summarised below. Please refer to the attached PDF document for detailed information. |
| VEHICLE INFORMATION: ECONOMY 4-5 DOOR AUTO UNSPECIFIED DRIVE UNSPECIFIED TOUL/POWER WITH AIR ESTIMATED TOTAL: THB 1166.30 1 DAY(S) RATE CODE: AAS1 SPECIAL EQUIPMENT, CAR TYPE OR MAKE SUBJECT TO AVAILABILITY, CONDITIONS SUBJECT TO CHANGE | Car Rental: Hertz Pick Up : 01OCT, 10:00 Drop Off : 02OCT, 10:00 Rate code : AAS1 Gate 7 8 999 Bangna Tra Rd Gate 7 8 999 Bangna Tra Rd Samutpraka Booking status : Confirmed Tel: 66 859179903 Tel: 66 859179903 Tel: 66 859179903 Car type : Economy 4-5 Door Auto Unspecified Drive Unspecified Fuel/Power With Air |
| CHECK YOUR TRIP ONLINE CLICK HERE SMITH ADAM | Please refer to the attached PDF document for all legal information, |
| Sel | |
| < maintenances | |
| | |

How to Modify a Booking From the Booking File

- 1. Retrieve and open the booking file.
- 2. In the **Products** section, select the car segment to be modify.
- 3. Click Modify.

Alternatively, select Modify from the drop-down list.

| Products | | | | ^ |
|---|--|---------------------|---------------------------|------------|
| 珍 Add air product 🛛 🖹 Add hotel product | t 🐵 Add car product 🛛 🚍 Add for | m of payment 🛛 🦪 Se | and \checkmark | |
| 🗹 🕑 Modify 🔟 Cancel | | | | |
| CAR BKK HERTZ | Wednesday, October 1, 2025 10:00 - Friday, October 3, 2025 10:00 | THB 2,332.60 | 2 (♥ Confirmed Modify | Modify ^ ~ |
| Passenger and contact details 1 ADT 1 F | ASSENGER 2 CONTACT | | Cancel | ~ |

4. The **Modification** window is displayed.

| Preferences | | Modification | | | | Reservation | |
|-------------|--|---|--|--------------------------|--|--------------------------------|--------------|
| | Direct modify is not | yet available. F | Please use the "C | hange | car" button to | select a rate. | |
| | Car Booking Summar | ry | | | | | н |
| | | | | | | Car rate sum | marv |
| | Llockz | | | | | Mak | * _ |
| | Heilz | | | | | Clas | s: Economy |
| | | | | | | Number of door | s: 4-5 |
| | Pick up: | | | | | Transmissio | n: Automatic |
| | Hertz (ZEBKKT50), G | ate 7 8 999 Ba | ngna Tra Rd Km | 15 Mo | 0 | Driv | e: - |
| | 10, SAMUTPRAKAN | TH | - | | | Fuel Type | ə: - |
| | 01 October 2025, 10: | 00 | | | | Mileag | e: Unlimited |
| | Drop Off: Same as pick-up | | | | | Extra km | c - |
| | 03 October 2025, 10: | 00 | | | | Rate Code | : AAS1 |
| | Associated traveler: | | | | | Special Rate | e: - |
| | Adam Smith | | | | | sk 😎 🖬 👘 | . |
| | Modification policy | Modification policy | | | | Drico*: | 2332 60 TH |
| | | | | | Total | 11100 1 | 2002.00 111 |
| | 👄 Your Car Searc | h Options | | | (*) Est | imated taxes and fees inc | luded. |
| | Structure Search Pick-up location: H Drop-off location: S Pick-up date: Drop-off date: | th Options ertz (ZEBKKT5 Same as pick-up 010CT25 V 030CT25 F | 0), Gate 7 8 999 o Vednesday riday | Bangn: Time: Time: | (*) Est a Tra Rd Km 1 10:00 10:00 | 5 Moo 10, SAMUTPRAK | AN TH |
| | Your Car Searce Pick-up location: H Drop-off location: S Pick-up date: Drop-off date: ACRISS code | ch Options ertz (ZEBKKT5 Same as pick-up 010CT25 V 030CT25 F | 0), Gate 7 8 999 o Vednesday riday | Bangna Time: Time: | (*) Est a Tra Rd Km 1 10:00 10:00 | 5 Moo 10, SAMUTPRAK | AN TH |
| | Your Car Searce Pick-up location: H Drop-off location: S Pick-up date: Drop-off date: ACRISS code EDAR | ch Options ertz (ZEBKKT5 Same as pick-up 010CT25 V 030CT25 F | 0), Gate 7 8 999 9 Wednesday riday | Bangna Time: Time: | (*) Est a Tra Rd Km 1 10:00 10:00 | 5 Moo 10, SAMUTPRAK | an Th |
| | Your Car Searce Pick-up location: H Drop-off location: S Pick-up date: Drop-off date: ACRISS code EDAR Special Equipment: | ch Options ertz (ZEBKKT5 Same as pick-up 010CT25 V 030CT25 F | 0), Gate 7 8 999 o Vednesday riday | Bangna Time: Time: | (*) Est a Tra Rd Km 1 10:00 10:00 | 5 Moo 10, SAMUTPRAK | an TH |
| | Your Car Searce Pick-up location: He Drop-off location: S Pick-up date: Drop-off date: ACRISS code EDAR Special Equipment: Supplementary info Hide these modificat | ch Options ertz (ZEBKKT5 Same as pick-up 010CT25 V 030CT25 F : : : | 0), Gate 7 8 999 o Vednesday riday | Bangn Time: Time: | (*) Est a Tra Rd Km 1 10:00 | 5 Moo 10, SAMUTPRAK | Iuded. |
| | Your Car Searce Pick-up location: He Drop-off location: S Pick-up date: Drop-off date: ACRISS code EDAR Special Equipment: Supplementary info Hide these modificat Discount options | ch Options ertz (ZEBKKT5 Same as pick-up 010CT25 V 030CT25 F : : : | 0), Gate 7 8 999 9 Wednesday riday | Bangn: Time: Time: | (*) Est | 5 Moo 10, SAMUTPRAK | iuded. |
| | Your Car Searce Pick-up location: He Drop-off location: S Pick-up date: Drop-off date: ACRISS code EDAR Special Equipment: Supplementary info Hide these modificat Dis count options Car provider | ch Options ertz (ZEBKKT5 Same as pick-up 010CT25 V 030CT25 F 030CT25 F | 0), Gate 7 8 999 9 Wednesday riday Discount type | Bangn: Time: Time: | (*) Est | 5 Moo 10, SAMUTPRAK Days: 2 | an TH |



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

| None Address Site Info | | None Address Site Info Same as Delivery | |
|------------------------------|------------|--|---------|
| Form of payment | | | |
| Payment for the Trave | Agency | | |
| Please Select | ✓ | | |
| Guarantee Type: | | | |
| Please Select | ~ | | |
| Billing number | | | |
| Accessized traveler | ion | ET Number | |
| Associated traveler. | Smith Adam | | |
| | | | |
| Back to booking file | | Reset Change car Send modification | request |

6. Enter the required modification and click **Search**..

| Search Options | | | | |
|---------------------------------|------------------------------|-------------|------------------------|----------------|
| Pick-up location | | | | |
| City or Airport Address | or Landmark 🔘 Rental Sta | tion O D | elivery and collection | ו |
| City or airport: | Area: | | | |
| Bangkok, Suvarnabhumi Intl | (BKK) No Preference | ~ | | |
| Select rental station from list | | | | |
| e.g.:10 Downing street, London | | | | |
| Select rental station from list | | | | |
| | | | | |
| Currently selected station: | Hertz (ZEBKKT50), Gate 7 8 9 | 99 Bangna T | ra Rd Km 15 Moo 10 |), SAMUTPRAKAN |
| In | | | | |
| Drop-off location | | | | |
| Same as pick-up ○ Airpo | rt 🔿 Rental Station 🔿 🛛 | elivery and | collection | |
| Pick-up date: 010CT25 | Wednesdav Time: | 10:00 | Davs: 1 | |
| Drop-off date: 020CT25 | Thursday Time: | 10:00 | · _ | |
| | | | | |
| Hide these search options | | | | |
| Rate options | | | | |
| | | | | |
| Vahiala antiana | _ | | | |
| | | | | |
| ACDISC and | code U ACRISS code | | | |
| ACRISS code | List of code | 2 | | |
| LDAR | | - | | |
| Discount options | | | | |
| Car provider | Discount type | | Code/Number | |
| Hertz | Rate Code (RC) | ~ | AAS1 | Remov |
| | | | | Ac |
| | | | | |



7. Click Select.



8. Click on Send Modification Request to save your changes.



| Pick-up date: 010CT25 Wednesday Time: 10:00 Days: 1 ACRISS code EDAR Special Equipment: Supplementary info | Pick-up date: 010CT25 Wednesday Time: 10:00 Days: 1 ACRISS code EDAR Special Equipment: Supplementary info Supplementary info Supplementary info Supplementary info Supplementary info Supplementary info Billion options Car provider Discount type Code/Number Hertz Rate Code (RC) AAS1 Delivery: Collection: AAS1 Or poyment Address Site Info Site Info Stel Info Same as Delivery Same as Delivery Form of payment Payment for the Travel Agency Velase Select V Billing number Site Info Same as Delivery Same as Delivery Back to booking file FT Number: Fight No: Send modification | | ax. | | | |
|---|--|---|--------------------|-----------------------------------|---------------------|------------|
| Drop-off date: 020CT25 Thursday Time: 10:00 ACRISS code EDAR Special Equipment: Supplementary info Supplementary info Supplementary info E Hide these modification options Discount type Code/Number Hertz Rate Code (RC) AAS1 Delivery: Collection: None Address Site Info Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Guarantee Type: Please Select Billing number Er Number: Billing number Fight No: Back to booking file Reset Change car | Drop-off date: 020CT25 Thursday Time: 10:00 ACRISS code EDAR Special Equipment: Supplementary info Supplementary info Supplementary info Supplementary info Image: Supplementary info Supplementary info Address Image: Supplementary info Supplementary info Address Image: Supplementary info Site Info Site Info | Pick-up date: 01 | UOCT25 Wednesday | Time: 10:00 | Days: 1 | |
| ACRISS code EDAR Special Equipment: Supplementary info Biscount options Discount options Car provider Hertz Rate Code (RC) AAS1 Delivery: Olivery: Olivery: Collection: Output: Discount type Porm of payment Payment for the Travel Agency Please Select Vertice: Discount vertice: Output: Discount type Please Select Vertice: Discount et Type: Please Select Vertice: Discount et Type: Please Select Vertice: Discount et Type: Please Select: Vertice: Discount et Type: Please Select: Please Total agency | ACRISS code EDAR Special Equipment: Supplementary info F Hide these modification options Discount options Car provider Hertz Rate Code (RC) AAS1 Delivery: None Address Site Info Site Info Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Guarantee Type: Please Select V Billing number Billing nu | Drop-off date: 02 | OCT25 Thursday | Time: 10:00 | | |
| EDAR Special Equipment: Supplementary info I Hide these modification options Discount options Car provider Hertz Rate Code (RC) AAS1 Delivery: Collection: None Address Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Billing number If Traveler Identification Associated traveler: Smith Adam Eight No: Back to booking file Reset Change car <td>EDAR Special Equipment: Supplementary info E Hide these modification options Discount options Car provider Discount type Hertz Rate Code (RC) AAS1 Delivery: Collection: Image: None Address Site Info Site Info Site Info Site Info Site Info Same as Delivery Form of payment Address Site Info Same as Delivery Form of payment V Building number V Billing number Smith Adam Billing number FT Number: Flight No: Send modification Back to booking file Reset Change car</td> <td>ACRISS code</td> <td></td> <td></td> <td></td> <td></td> | EDAR Special Equipment: Supplementary info E Hide these modification options Discount options Car provider Discount type Hertz Rate Code (RC) AAS1 Delivery: Collection: Image: None Address Site Info Site Info Site Info Site Info Site Info Same as Delivery Form of payment Address Site Info Same as Delivery Form of payment V Building number V Billing number Smith Adam Billing number FT Number: Flight No: Send modification Back to booking file Reset Change car | ACRISS code | | | | |
| Special Equipment: Supplementary info Biscount options Car provider Discount type Code/Number Hertz Rate Code (RC) AAS1 Delivery: Collection: None Address Site Info Site Info Site Info Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Guarantee Type: Please Select V Billing number Image: Delivery: Smith Adam End Traveler Identification Associated traveler: Smith Adam End Tool Reset Change car | Special Equipment: Supplementary info Billing number Please Select Velice Type: Please Select Pibling number Billing number For Identification Associated traveler: Smith Adam For More Collection: Output Collection: Output Collection: None Address Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Billing number Fight No: Back to booking file Reset Change car | EDAR | | | | |
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| E Hide these modification options Discount options Car provider Discount type Code/Number Hertz Rate Code (RC) AAS1 Delivery: Collection: None Address Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Guarantee Type: Please Select V Billing number Image: Side traveler: Smith Adam E Traveler Identification Associated traveler: Smith Adam E Back to booking file | Hide these modification options Discount type Code/Number Hertz Rate Code (RC) AAS1 Delivery: None Address Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select Billing number Delase Select Forweler Identification Associated traveler: Smith Adam FT Number: Fight No: Back to booking file Resel Code/Number Code/Number Code/Number Code/Number Code/Number Collection: None Address Sternion: None Address Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select Same as Delivery Form of payment Please Select Form of payment Resel Change car Send modification | Supplementary info | | | | |
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| Discount options Car provider Discount type Code/Number Hertz Rate Code (RC) AAS1 Delivery: Collection: AAS1 Delivery: Collection: AAS1 Delivery: Collection: AAS1 Delivery: Collection: AAS1 Address Address Address Site Info Site Info Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Guarantee Type: Please Select Please Select V Billing number Same as Delivery Fraveler Identification Associated traveler: Associated traveler: Smith Adam Back to booking file Reset Change car | Discount options Car provider Discount type Code/Number Hertz Rate Code (RC) AAS1 Delivery: Collection: AAS1 Observed Address Stellard Address Site Info Address Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Guarantee Type: V Same as Delivery Same as Delivery Flease Select V V Same as Delivery Billing number Same as Delivery Same as Delivery Billing number Same as Delivery Same as Delivery Billing number Same as Delivery Same as Delivery Back to booking file Reset Change car Back to booking file Send modification | Hide these modificatio | on options | | | |
| Car provider Discount type Code/Number Hertz Rate Code (RC) AAS1 Delivery: Collection: AAS1 Output Collection: None Address Site Info Site Info Site Info Site Info Same as Delivery Form of payment Please Select V Guarantee Type: Please Select V Billing number Sith Adam FT Number: Fight No: Smith Adam Fight No: Back to booking file Reset Change car | Car provider Discount type Code/Number Hertz Rate Code (RC) AAS1 Delivery: Collection: AAS1 Delivery: Collection: Image: Solution (RC) Image: Address Address Address Site Info Site Info Site Info Form of payment Payment for the Travel Agency Same as Delivery Please Select Image: Sole (RC) Image: Sole (RC) Guarantee Type: Image: Sole (RC) Image: Sole (RC) Please Select Image: Sole (RC) Image: Sole (RC) Billing number Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Billing number Image: Sole (RC) Image: Sole (RC) Image: Billing number Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole (RC) Image: Sole | Discount options | | | | |
| Hertz Rate Code (RC) AAS1 Delivery: Collection: None Address Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select Guarantee Type: Please Select Billing number Image: Smith Adam FT Number: Flight No: Back to booking file Back to booking file | Hertz Rate Code (RC) AAS1 Delivery: Collection: None Address Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select Guarantee Type: Please Select Please Select Billing number Billing number Billing number Billing number Billing number Billing number Billing number Back to booking file Reset Change car Send modification | Car provider | Discount | type | Code/Number | |
| Delivery: Collection: None Address Address Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select Quarantee Type: Please Select Billing number Delivery Traveler Identification Associated traveler: Smith Adam End modification Reset Change car Send modification | Delivery: Collection: None Address Address Address Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select Guarantee Type: Please Select Billing number Billing number Fraveler Identification Associated traveler: Smith Adam Eack to booking file Reset Change car | nenz | Rate Code | e (KC) | AAST | |
| Image: Select of the select of th | Image: Section of payment Payment for the Travel Agency Please Select Guarantee Type: Please Select Billing number Billing number Fraveler Identification Associated traveler: Smith Adam Back to booking file Collection: Other States Other States Address Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select Please Select Collection: Address Same as Delivery Form of payment Please Select Same as Delivery Form of payment Please Select Please Select Collection: Same as Delivery Form of payment Please Select Same as Delivery Form of payment </th <th>Delivery</th> <th></th> <th>Callestin</th> <th></th> <th></th> | Delivery | | Callestin | | |
| Address Address Site Info Address Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Guarantee Type: Please Select V Billing number Image: Select Identification Associated traveler: Smith Adam Elight No: Back to booking file Reset Change car Send modification | Address Address Site Info Payment for the Travel Agency Please Select Quarantee Type: Please Select Please Select Billing number Image: Single Select Se | None | | Conection: | | |
| Address Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select Guarantee Type: Please Select Billing number Billing number FT number: FT Number: Fight No: Back to booking file Reset Change car | Address Site Info Site Info Same as Delivery Form of payment Payment for the Travel Agency Please Select V Guarantee Type: Please Select V Billing number Billing number FT Number: FT Number: Flight No: Back to booking file Reset Change car | | | | | |
| Site Into Same as Delivery Form of payment Payment for the Travel Agency Please Select Guarantee Type: Please Select Billing number Billing number FT aveler Identification Associated traveler: Smith Adam Back to booking file Reset Change car Send modification | Site Into Same as Delivery Form of payment Payment for the Travel Agency Please Select Guarantee Type: Please Select Billing number Billing number Fraveler Identification Associated traveler: Smith Adam Back to booking file Reset Change car Send modification | O Address | | | | |
| Form of payment Payment for the Travel Agency Please Select Guarantee Type: Please Select Please Select Billing number Billing number FT aveler Identification Associated traveler: Smith Adam Back to booking file Reset Change car Send modification | Form of payment Payment for the Travel Agency Please Select Guarantee Type: Please Select Billing number Billing number FT Number: FT Number: Fight No: Back to booking file Reset Change car Send modification | | | | N-Barris | |
| Traveler Identification Associated traveler: Smith Adam Fight No: Flight No: Back to booking file Reset Change car Send modification | Traveler Identification Associated traveler: Smith Adam Flight No: Back to booking file Reset Change car Send modification | Guarantee Type: Please Select | ~ | | | |
| Traveler Identification Associated traveler: Smith Adam Fight No: Back to booking file Reset Change car Send modification | Traveler Identification Associated traveler: Smith Adam Fight No: Back to booking file Reset Change car Send modification | Billing number | | | | |
| Associated traveler: Smith Adam E FT Number: Flight No: Send modification | Associated traveler: Smith Adam E FT Number: Flight No: Send modification | Billing number | | | | |
| Back to booking file Reset Change car Send modification | Flight No: Back to booking file Reset Change car Send modification | Billing number | tion | | | |
| Back to booking file Reset Change car Send modification | Back to booking file Reset Change car Send modification | Billing number Traveler Identificat Associated traveler: | tion Smith Adam | ET Number: | | |
| | | Billing number Traveler Identificat Associated traveler: | tion Smith Adam | FT Number: Flight No: | | |
| | | Billing number Traveler Identificat Associated traveler: Back to booking file | tion Smith Adam | FT Number: Flight No: Reset | Change car Send mod | dificatior |
| | | Billing number Traveler Identificat Associated traveler: Back to booking file | tion Smith Adam | FT Number: Flight No: Reset | Change car Send mod | dificatio |
| $\langle 0 \rangle$ | | Billing number Traveler Identificat Associated traveler: Back to booking file | tion Smith Adam | FT Number: Flight No: Reset | Change car Send mod | dificatior |
| $\langle \eta \rangle$ | | Billing number Traveler Identificat Associated traveler: Back to booking file | tion Smith Adam | FT Number: Flight No: Reset | Change car Send mod | dificatio |

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

| | Modification | | | Reservation | |
|---|----------------------|---|-----------------------------------|--|-------------------|
| Car Booking Sum | mary | | | | |
| Your car booking has b The rate of your former | peen successfully mo | dified and confirmed. To the provider | finalize your reservation | please end transact your PNR. | |
| Reservation Informatio | n | interes of the provider. | | | |
| We recommend that you | make a note of the b | ooking reservation numb | er or print/send this page | e to your customer. | |
| Number will be | provided upo | on confirmation | • | | |
| PNR record loc | ator: 6UQ84 | S | | | |
| | | | | | |
| Car Booking Details | | | | | |
| Associated Traveler: | Smith A | .dam | Email: | ALC@THAIAMADEUS.COM | |
| Confirmed Special E | quipment: - | | | | |
| Pick-up: | Gate 7 8 999 Bang | na Tra Rd Km 15 Moo 1 | 0, 10540 Samutprakan | | Hoda |
| Drop off | 010ct25, 10:00 AN | 1 | | -0 | HEILZ |
| Drop-oil. | 02Oct25, 10:00 AN | 4 | | | |
| Make | Toyota Vice Honda | City or similar | | *Total Price: | 1,166.30 THE |
| Make. | Economy | Seat Canacity : | 5 | | Condition |
| Class: | LCOHOINY | Seat Oapacity . | 5 | Form of payment | |
| Class: Number of doors: | 4-5 | Baggage Capacity : | 4 | 1 offit of payment | |
| Class: Number of doors: Transmission: | 4-5 Auto | Baggage Capacity : Mileage: | 4 Unlimited miles | Payment: - | |
| Class: Number of doors: Transmission: Drive: | 4-5 Auto | Baggage Capacity : Mileage: Extra km: | 4 Unlimited miles | Payment: - Guarantee: - | |
| Class: Number of doors: Transmission: Drive: Fuel Type: | 4-5 Auto - | Baggage Capacity : Mileage: Extra km: Rate Code: | 4 Unlimited miles - AAS1 | Payment: - Guarantee: - The Total price may vary from the Qu | oted Price due to |

10. To ensure that your changes have been saved, Click on Go To Booking File.11. Click on Save and Confirm (ER) to confirm and save your booking to the Booking File.

| 600 Booking file - SMITH ADAM (1) - 01OCT - BKK - 6UQ84S | Owned by BKKOK219W 🗙 |
|--|-------------------------|
| Booking file flags: No flags to display | Go To > |
| Booking File Information | Show in command page |
| Booking File History TST History Cryptic Display TSM History Delay Booking File Place on queue Copy \sim | |
| Received From: TM Ticketing Arrangement: TK TL30SEP25 Remove More options | |
| Responsible Agent: TMSU Responsible Office: BKKOK219W Queuing Office: BKKOK219W Amadeus Record locator: 6UQ84S | |
| Created on Jun 4, 2025 by 0182TM Last saved: Jun 4, 2025, 16:16:00 Airline record locators: - | |
| Car e-vouchers | |
| Passenger Segment E-voucher Number Reservation number Discount number Booking source Billing number Value Amount Status | |
| I SMITH ADAM I Not issued L244E8086B6 ZE 35303354 - - - Not issued Issue | • |
| Products ^ | |
| 🖏 Add air product 🔗 Add hotel product 🐵 Add car product 📄 Add form of payment 🖪 Send 🗸 | |
| Select products to view the possible actions (like adding seats, services and others). | |
| Wednesday, October 1, 2025 □ ≪ CAR BKK Hertz 10:00 - Thursday, October 2, 2025 10:00 | |
| Passenger and contact details 1 ADT 1 PASSENGER 2 CONTACT V | Save & Confirm (ER) |

Cancelling a Booking

How to cancel an unconfirmed car booking

Click Ignore (IG) in the Confirm page.

How to cancel a confirmed car booking

- 1. Retrieve and open the booking file.
- 2. In the **Products** section, select the car segment to be canceled.
- Click Cancel.
 Alternatively, select Cancel from the drop-down list.

| Products | ^ |
|--|--------|
| සු> Add air product 🛛 🖴 Add hotel product 🚓 Add car product 📄 Add form of payment 🦪 Send 🗸 | |
| ✓ 🖄 Modify 🔟 Cancel | |
| Wednesday, October 1, 2025 Image: Second system Wednesday, October 1, 2025 THB 2,332.60 THB 2,332.60 Friday, October 3, 2025 10:00 | |
| Passenger and contact details 1 ADT 1 PASSENGER 2 CONTACT | \sim |

The Canceling segments dialog box opens.

| Canceling segments | (2 |
|--|-----------------|
| Segments will be removed from the booking file. Do you confirm the cancellation ? | |
| | Go back Confirm |

4. Click Confirm.

5. Click Save and confirm (ER).



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