

Section Travel Agency Data Options		Instructions Column	New Travel Agency Data
1	Travel Agency Data	Data to be provided	TMC to fill data in
1,1	Travel Agency Group*	Please provide the name of the Travel Agency Group to which this new agency belongs	ITP International Partnership
1,2	Virtual Office ID (pcc)*	The Office ID / PCC number	

2	Travel Agency Information		TMC to fill data in
2,1	Name*	Name of the Agency	Fert & Cie Voyages SA - 1A CH
2,2	Street*	Street address of the Agency	Rue Barton 7 / CP 2364
2,3	ZIP Code*	ZIP Code of the Agency	1211
2,4	City*	City of the Agency	GENEVE 2
2,5	Country*	Country of the Agency	SWITZERLAND
2,6	Telephone*	Contact telephone of the Agency	+41 22 839 4311
2,7	Telefax	NA	
2,8	eMail*	Agency e-mail address	etravel@fert.ch
2,9	Contact Person*	Contact person for the agency	Marco DIOGO
2.10	Office Number	Virtual OID - PCC	
2.11	Administrator	Person in charge of agency data maintenance	Marco DIOGO

3	Default Queue Settings	This queue is used as the default queue	TMC to fill data in
3.1	Queue Name*	Default Queue	Cytric
3.2	GDS Office Code/ID*	Office ID / PCC	GVAC22139
3.3	PNRQ*	Queue number	20
3.4	PNRQCAT*	Queue category	0

4	Travel Agency Contracts	Contract numbers used by the agency	TMC to fill data in
4.1	IATA Number*		81238953
4.2	Code for Negotiated Fares		
4.3	Hotel Rate Code (Agency) No. 1		HTE
4.4	Hotel Rate Code (Agency) No. 2		
4.5	Hotel Rate Code (Agency) No. 3		
4.6	Hotel Rate Code (Agency) No. 4		
4.7	Hotel Rate Code (Agency) No. 5		
4.8	Deutsche Bahn NVS Agency Code:		
4.9	thetrainline UK Rail Agency Account Code:		
4.10	thetrainline UK Company Password:		
4.11	Evolvi XML Agency Password:		

5	Travel Agency Options		TMC to fill data in
5.1	24-Hour-Service	To be activated Y/N?	N
5.2	Air Direct Purchase Option	To be activated Y/N?	N
5.3	The travel agency supports VOID	To be activated Y/N?	Y
5.4	Additional Forms of Payment - Invoice	To be activated Y/N?	Y
5.5	Advance Notice:	Provide the value for "number of days" (possible values 0 - 14)	1

6	Passive PNRs for non-GDS bookings and Offline Re	All options are pre-selected by default	TMC to fill data in
6.1	Create a passive PNR for:		
6.2	Air VDA Eurowings Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.3	Air VDA Southwest Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.4	DynaWeb(tm) Flight Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.5	Southwest SWABIZ Flight Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.6	Rail Ticket Request	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.7	Deutsche Bahn Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.8	Amtrak Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.9	Deutsche Bahn (NVS) Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.10	Evolvi Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.11	NS International Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.12	Renfe Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.13	SNCB Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.14	SNCF French Rail Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.15	Swedish Rail Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.16	trainline Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.17	Via Rail Canada Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.18	Hotel Offline	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.19	Hotel Best Western Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.20	Hotel Corporate Rates Club Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.21	Hotel ehotel Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.22	Hotel Booking.com Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.23	Hotel Expedia Affiliate Network Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.24	Hotel CDS Group Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.25	Hotel hotel.de Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.26	Hotel HRS Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.27	Hotel DERhotel.com Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.28	Hotel Hotel.Info Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.29	Hotel Hilton Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.30	Hotel Premier Inn Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.31	Rental Car VDA Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
6.32	myDriver	To be activated Y/N? (we sugest yes to all of those the ITP Team)	

6.33	Write passive Segments in an existing PNR	To be activated Y/N? (we sugest yes to all of those the ITP Team)	Y
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7	Last Ticketing Date:	One of the Last Ticketing Date options must be selected	TMC to fill data in
7.1	Last Ticketing Date from the Fare Information	To be selected (Y)	Y
7.2	Last Ticketing Date is the date of expiry of the fare guarantee provided by the GDS on behalf of the operating airline	OR To be selected (Y)	

8	Display Travel Agency Contact Information/Call Center Number	One of the options must be selected.	TMC to fill data in
8.1	Never display Travel Agency Contact Information	To be selected (Y)	
8.2	Display Travel Agency Contact Information for bookings made via GDS, and for Hotel and Rail Requests to the Travel Agency	OR To be selected (Y)	Y
8.3	Display Travel Agency Contact Information for bookings made via GDS, and for Hotel and Rail Requests to the Travel Agency and for the following booking types:	OR To be selected (Y) - if Y, define all applicable booking types below	
	Air VDA Eurowings Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Air VDA Southwest Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	DynaWeb(tm) Flight Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Southwest SWABIZ Flight Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Deutsche Bahn Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Amtrak Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Deutsche Bahn (NVS) Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Evolvi Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	NS International Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Renfe Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	SNCB Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	SNCF French Rail Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Swedish Rail Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	trainline Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Via Rail Canada Train Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Hotel Offline	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Hotel VDA Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	Rental Car VDA Bookings	To be activated Y/N? (we sugest yes to all of those the ITP Team)	
	myDriver	To be activated Y/N? (we sugest yes to all of those the ITP Team)	

9	Opening Hours	Closed / Without Break/Morning/Afternoon	TMC to fill data in
9.1	Sunday	hours to - from	Closed
9.2	Monday	hours to - from	from 08h30 to 18h00
9.3	Tuesday	hours to - from	from 08h30 to 18h00
9.4	Wednesday	hours to - from	from 08h30 to 18h00
9.5	Thursday	hours to - from	from 08h30 to 18h00
9.6	Friday	hours to - from	from 08h30 to 18h00
9.7	Saturday	hours to - from	Closed

10	TimeZone for the Agency		TMC to fill data in
10.1	GMT+/-X - city name	Provide the timezone / city name	GMT+1 - Geneva

11	Public Holiday		TMC to fill data in
11.1	Country*	Provide the country for public holidays	Switzerland

12	Travel Agency Supported Services	Recommendation - activate all for 1A agencies	TMC to fill data in
12.1	GDS	Amadeus / Galileo / Sabre / Apollo	Amadeus
12.2	Flight Booking	To be selected Y/N	Y
12.3	Amadeus Ticket Changer for Flight Bookings	To be selected Y/N	N
12.4	Rail Bookings	To be selected Y/N	Y
12.5	Hotel Bookings	To be selected Y/N	Y
12.6	Hotel Multisource	To be selected Y/N	Y
12.7	Rental Car Bookings	To be selected Y/N	Y
12.8	Transfers	To be selected Y/N	Y
12.9	cytric Travel Wizzard(tm)	To be selected Y/N	N
12.10	Offline Bookings	To be selected Y/N	Y
12.11	Ticket Banking	To be selected Y/N	N
12.12	Air: Expiry of the fare guarantee provided by the GDS - 0-3 DAYS	Number of days to be provided (value 0 - 3)	1