

SMARTPOINT ASSISTED TICKETING

您方便的好幫手



Smartpoint Assisted Ticketing

Issue My Ticket [Ticket List](#) [Ticket Revalidation](#) [Ticket Void](#) [Ticket Refund](#) [Manual Fare Builder](#) [Involuntary Change](#) [Voluntary Change](#)

Filed Fare:

	Passengers	Name Remarks	Passenger Type	Fare	Status	Ticket Number	

Total Amount: e.g. EURO.00 Plating Carrier: Commission:
 Percentage Amount

Form Of Payment:
 None Pre-Populate from FOP

Additional Modifiers: [Expand All](#) | [Collapse All](#)

Document Production Modifier: (None) (DTD) (DID) (DAD) (DIDAD) (DTDAD) (DTIDID)

UPDATE MODIFIER **ISSUE TICKET - TKP** **REFRESH** **CANCEL**

功能介紹

Issue My Ticket [Ticket List](#) [Ticket Revalidation](#) [Ticket Void](#) [Ticket Refund](#) [Manual Fare Builder](#) [Involuntary Change](#) [Voluntary Change](#)

開票命令詞 電子機票連結

A B C D E F G H

A. 開票命令詞 (Issue My Ticket)

必要的開票命令詞

Total Amount: e.g. EURO.00 Plating Carrier: Commission:
 Percentage Amount

Form Of Payment:
 None Pre-Populate from FOP



非必要開票命令詞，請點開 [Expand All](#) 展開其他的命令詞欄位

Additional Modifiers: [Expand All](#) | [Collapse All](#)

Additional Modifiers: [Expand All](#) | [Collapse All](#)

Tour Modifier: None Inclusive Tour (IT) Inclusive Tour (IT*PC) Bulk Tour (BT) Bulk Tour (BT*PC)

Tour Code (TC):

Value Code (VC-):

Client Discount (CD):

Net Fare Currency (NF):

Net Fare Amount:

e.g. 0.00

Actual Selling Fare (ASF):

e.g. 0.00

[UPDATE MODIFIER](#)

[ISSUE TICKET - TKP](#)

[REFRESH](#)

[CANCEL](#)

注意：

1. 輸入淨價時必須要將 TWD 和金額分開輸入，在 Net Fare Currency 下填入 TWD，Net Fare Amount 輸入金額。
 2. 為了開票前可以檢查，請完成資料後點選 [UPDATE MODIFIER](#)，如果點選右方選項 [ISSUE TICKET - TKP](#) 則無法檢查立即出票。
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- B. 開票列表(Ticket List) 相當於*HTI 的功能
 - C. 電子機票連結(Ticket Revalidation)
 - D. 機票作廢 (Ticket Void)
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- E. 退票 (Ticket Refund) 建議勾選 [Partial](#) 會出現退票表格可填。
 - F. 手動票價修改 (Manual Fare Builder)

Smartpoint Assisted Ticketing

Issue My Ticket Ticket List Ticket Revalidation Ticket Void Ticket Refund **Manual Fare Builder** Involuntary Change Voluntary Change

Current PNR: 2MH8PF

▼ Select Fare Source

[CREATE EMPTY FARE](#)

or

1 - 15027 TWD (P1 S1-2) [LOAD MASK FROM FF](#)

or

2979904302577 - TWD15027 (KITTYMS GALDEMO) [LOAD MASK FROM E-TICKET](#)

► Select Segments and Passengers

► Store Fares

[REFRESH](#) [CANCEL](#)



1. **CREATE EMPTY FARE** 建立空白票價表格
2. **LOAD MASK FROM FF** 由存檔票價載入修改
3. **LOAD MASK FROM E-TICKET** 由電子機票載入修改

例如: 選擇由機票載入修改，會由電子機票內容載入，您可以在表格內修改後，點選下方

STORE NEW FARE(S) 即可另存票價。

Smartpoint Assisted Ticketing

Issue My Ticket Ticket List Ticket Revalidation Ticket Void Ticket Refund **Manual Fare Builder** Involuntary Change Voluntary Change

Current PNR: **2MH8PF**

► Select Fare Source

► Select Segments and Passengers

▼ Store Fares

Fare Mask for selected passengers:

1 TPE - HKG	<input type="checkbox"/>	CI 903 V 09MAR 0800	<input type="checkbox"/> VL	<input type="checkbox"/> Tkt Dsgr	<input type="checkbox"/> NVB (ddMMMyy)	<input type="checkbox"/> 31DEC23	<input type="checkbox"/> 2PC	<input type="button" value="Copy"/>	<input type="button" value="Paste"/>
2 HKG - TPE	<input type="checkbox"/>	CI 904 V 12MAR 1105	<input type="checkbox"/> VL	<input type="checkbox"/> Tkt Dsgr	<input type="checkbox"/> NVB (ddMMMyy)	<input type="checkbox"/> 31DEC23	<input type="checkbox"/> 2PC	<input type="button" value="Copy"/>	<input type="button" value="Paste"/>

Fare Equivalent e.g. 0.00 ROE

F.Calc

若是選擇第 2 種由存檔票價載入修改，會有 2 種選項

Smartpoint Assisted Ticketing

Issue My Ticket Ticket List Ticket Revalidation Ticket Void Ticket Refund **Manual Fare Builder** Involuntary Change Voluntary Change

Current PNR: **2MH8PF**

► Select Fare Source

► Select Segments and Passengers

▼ Store Fares

Fare Mask for selected passengers:

1 TPE - HKG	<input type="checkbox"/>	CI 903 V 09MAR 0800	<input type="checkbox"/> VL	<input type="checkbox"/> Tkt Dsgr	<input type="checkbox"/> NVB (ddMMMyy)	<input type="checkbox"/> 31DEC23	<input type="checkbox"/> 2PC	<input type="button" value="Copy"/>	<input type="button" value="Paste"/>
2 HKG - TPE	<input type="checkbox"/>	CI 904 V 12MAR 1105	<input type="checkbox"/> VL	<input type="checkbox"/> Tkt Dsgr	<input type="checkbox"/> NVB (ddMMMyy)	<input type="checkbox"/> NVA (ddMMMyy)	<input type="checkbox"/> 2PC	<input type="button" value="Copy"/>	<input type="button" value="Paste"/>

Fare Equivalent e.g. 0.00 ROE

F.Calc



STORE NEW FARE(S) 另存新票價，但注意簽收存檔時不可有重覆的票價。

UPDATE FILED FARE 更新存檔票價，會將您修改的資料更新在已存檔的票價中。

G. 非自願改票 (Involuntary Change)

H. 自願改票 (Voluntary Change)

Step 1. 先計價後簽收儲存。(以每位旅客做單獨票價的原則不變)

Step 2. 點開 SAT 的自願改票，若有多個票價時請點選您要改票的票價，如下圖所示範

	Passengers	Name Remarks	Passenger Type	Fare	Status	Ticket Number
<input checked="" type="checkbox"/> 1	KITTYMS GALDEMO		Adult	TWD15027	G	Not Ticketed

Step 3. 選擇適當的票號並點選 **LOAD TICKET DATA** 載入原票的票價內容，請檢查票面及稅金資料是否正確，若要調整請在 Fare Difference 做調整。此處主要是調整稅金是否需要補錢。

若有改票罰金以稅金方式加收，請在 Airline Change Fee 右方輸入金額及稅項。

Airline Change Fee	1000	XP	1000	Tax
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檢查無誤後，請在表格左下的空格打勾表示已確認票規並同意進行改票。進行下一步請點選

UPDATE MODIFIER。

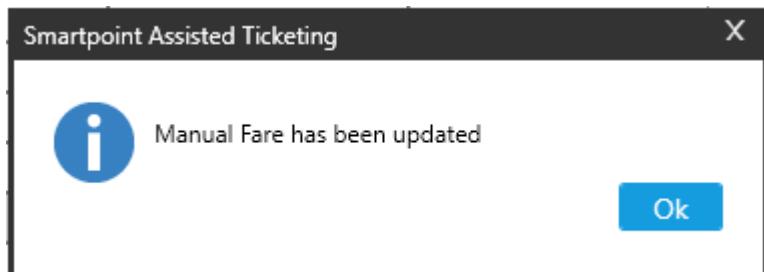
	2979904302577 TWD 15027 - (KITTYMS GALDEMO)	1CI - China Airlines	Fare Difference
Fare	10900	10900	0
G3	366	365	-1
HK	487	486	-1
I5	224	223	-1
TW	500	500	0
YQ	1912	1906	-6
YR	638	636	-2
Total	15027	15016	-11

I have validated the fare rules and results, and I would like to continue with the exchange

UPDATE MODIFIER EXCHANGE TICKET CANCEL



Step 4. 確認票價內容修改完成。請點選 **Ok**



Step 5. 進行改票過程，請注意 TTL VALUE 的金額是可以修改的，這裡決定是否要補票面差價。

Travelport Smartpoint Voluntary Change - Additional Payment

*EX **TICKET FOR**: GALDEMO/KITTYM NEW FARE: TWD 10900 EQUIV:..... TX1: 0 TX2: 0 TX3: 0 TX4: 0				PSGR 1/ 1
EXCH TICKET:		TICKET NUMBER 29799043025776	THRU	TICKET NUMBER NO. CPNS 02
COUPONS FOR:		TKT1 12	TKT2	TKT3 TKT4
		TTL VALUE TWD10900	BSR	ORIG FOP S
ORIG ISSUE:		TICKET NUMBER	ORG/DES TPE	CITY DATE IATA CODE 9999999
CONTINUE CANCEL				

Step 6. 繼續請點 **CONTINUE** 來到稅金頁面。檢查稅金無誤也是點選 **CONTINUE**。

Travelport Smartpoint Voluntary Change - Additional Payment

*TP **TICKET FOR**: GALDEMO/KITTYM NEW FARE: TWD 10900 EQUIV:..... TX1: 0 TX2: 0 TX3: 0 TX4: 0				PSGR 1/ 1			
PAID TAXES							
T1 : 500	. TW	T2 : 366	. G3	T3 : 487	. HK	T4 : 224	. I5
T5 : 1912	. YQ	T6 : 638	. YR	T7 :		T8 :	
T9 :		T10 :		T11 :		T12 :	
T13 :		T14 :		T15 :		T16 :	
T17 :		T18 :		T19 :		T20 :	
U. S. PSGR FACILITY CHARGES							
APT1: []	. []	APT2: []	. []	APT3: []	. []	APT4: []	. []
CONTINUE CANCEL							

Step 7. 如果不補錢即完成改票，請點選 **UPDATE EXCHANGE AND CLOSE** 回到票價查看改票內容

是否正確，如果有補錢，系統會出現最後的總金額，請確認金額後繼續完成。

如果記錄中有第二個改票，您可以選擇 **CONTINUE TO NEXT EXCHANGE**，做下一筆改票。



Travelport Smartpoint Voluntary Change - Additional Payment

X

*TP **TICKET FOR**: GALDEMO/KITTYMS PSGR 1/ 1
NEW FARE: TWD 10900 EQUIV:
TX1: 0 TX2: 0 TX3: 0 TX4: 0
PAID TAXES
T1 -500..... TW T2 -366..... G3 T3 -487..... HK T4 -224..... I5
T5 -1912..... YQ T6 -638..... YR T7 T8
T9 T10 T11 T12
T13 T14 T15 T16
T17 T18 T19 T20

U.S. PSGR FACILITY CHARGES
APT1 APT2 APT3 APT4

*

TICKET MODIFIERS UPDATED

UPDATE EXCHANGE AND CLOSECONTINUE TO NEXT EXCHANGECANCEL