

TRADE PORTAL + DISCOVER QATAR

卡達航空 STPC 過境住宿預訂操作指南

透過 Discover Qatar，為符合資格的旅客預訂免費（Complimentary）或自費（Paid）住宿安排。請參閱以下操作指南與規範：

 Track your request Check your status of your requests →	 Split PNR Submit a request to split a PNR →	 Refund Request Request a refund for your client ticket →	 Young solo traveler Request arrangements for children travelling alone →
 Carriage of pets Request arrangements for carrying pets →	 Medical information form Raise special requests based on your clients medical... →	 Group request Submit a group booking request →	 STPC request Raise STPC request based on your clients' needs →

Purpose | 用途

登入 Trade Portal 後，依本指南操作查詢符合資格的訂位，取得 Transit Voucher（如適用），前往 Discover Qatar 選擇飯店並完成預訂。

Privacy Applied | 隱私保護

本指南中的原始截圖所顯示之姓名、訂位代號及憑證資訊，均進行遮蔽處理，以保護個人隱私。

Journey at a glance | 操作指南

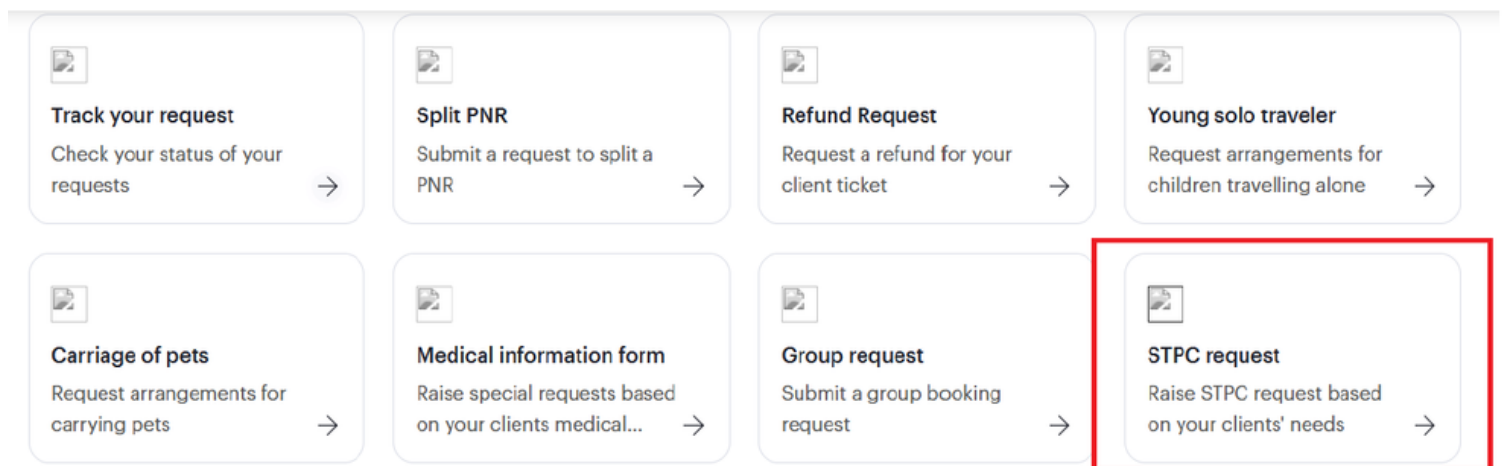
- 1 開啟 STPC 申請
- 2 查找 PNR 訂位記錄
- 3 確認是否符合資格
- 4 複製過境住宿憑證 (Transit Voucher)
- 5 前往 Discover Qatar
- 6 選擇酒店
- 7 填寫旅客資料
- 8 套用過境住宿憑證並確認預訂

開始前 請準備好有效的 PNR 訂位記錄，並確認旅客資料及行程資訊無誤後，繼續操作。
最終的酒店預訂將於 Discover Qatar 網站上完成。

STEP 1

開啟 STPC 申請

從 Trade Portal 首頁點選 STPC Request 功能卡。此步驟將進入符合資格之已開票訂位的轉機住宿申請流程。

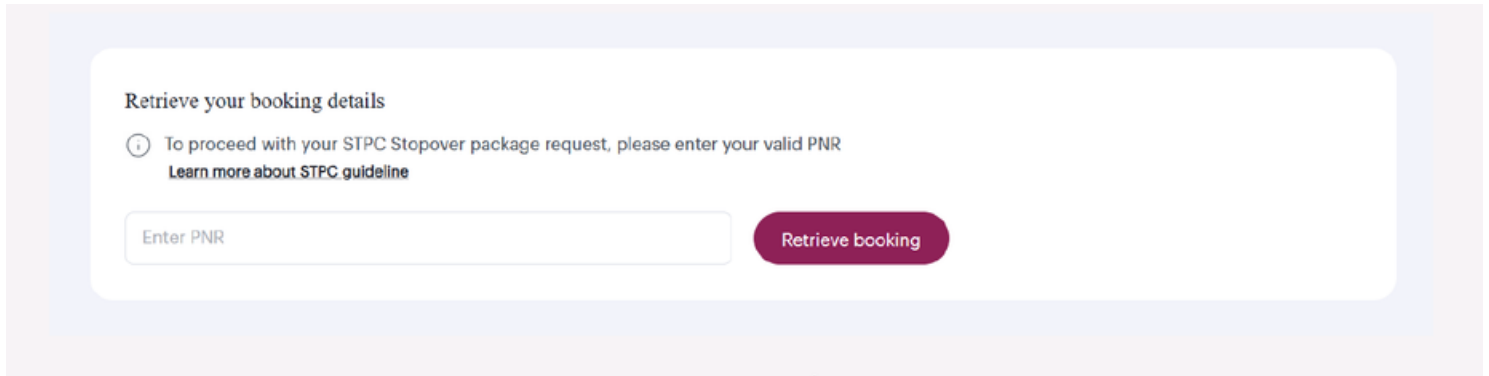


STEP 2

查詢訂位

輸入有效的 PNR，以查詢行程資訊並確認可用的 STPC 選項。

- 輸入 PNR：請依訂位資料中顯示的格式，輸入正確 PNR
- 選擇「Retrieve booking」（查詢訂位）



The screenshot shows a web interface for retrieving booking details. At the top, it says "Retrieve your booking details". Below this is an information icon (i) followed by the text "To proceed with your STPC Stopover package request, please enter your valid PNR". Underneath is a link that says "Learn more about STPC guideline". There is a text input field with the placeholder text "Enter PNR" and a purple button labeled "Retrieve booking".

Tip | 提醒

若無法成功查詢訂位，請重新確認 PNR 是否輸入正確，再重新操作。

STEP 3

確認訂位與方案狀態

確認航線、旅行日期及中途停留（Stopover）資訊；畫面將顯示目前是否提供免費憑證（Transit Voucher）或付費方案。

- 確認行程資訊與訂位的旅客資料相符
- 於 STPC 功能卡上點選「Book hotel」（預訂住宿）

Retrieve your booking details

To proceed with your STPC Stopover package request, please enter your valid PNR

[Learn more about STPC guideline](#)

X

Retrieve booking

9NTWXZ

Mr Diesel Ethanol

HBE

14:30

Thu, 17 Sep 2026

[Trip details](#)

1 stop 8h 50m

Stopover | Doha

DPS

17:35

Fri, 18 Sep 2026

STPC Stopover package

Transit Voucher available

[Book hotel](#)

Add-ons

[Book ancillary](#)

Tip | 提醒

如顯示的行程資訊與旅客的訂位資料不符，請勿繼續操作。

STEP 4

開啟符合資格的行程

畫面會顯示符合資格的起點至目的地航段，以及多哈中途停留資訊。

- 查看轉機資訊
- 點選資格確認 (Eligibility)，開始預訂住宿流程

Stay and explore Doha on your journey.

Make the most of your transit with a choice of 4- and 5-star hotels, plus optional Discover Qatar tours.

HBE

14:30

Thu, 17 Sep 2026



1 stop 8h 50m

Stopover | Doha

DPS

17:35

Fri, 18 Sep 2026

Transit Voucher available

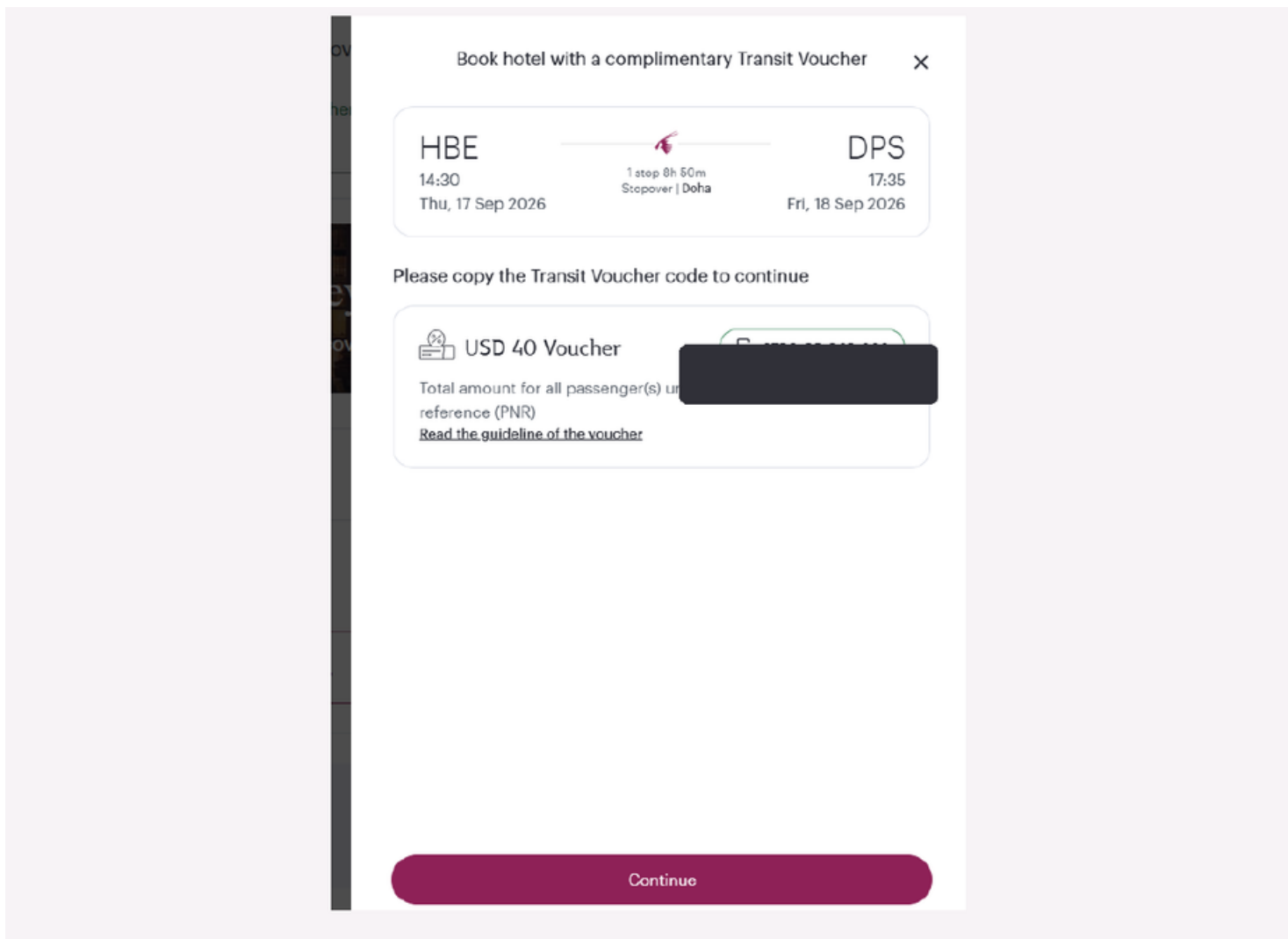
 Eligible for complimentary accommodation. [Click here to book.](#)

STEP 5

複製 Transit Voucher（過境住宿憑證）

如符合免費住宿資格，系統會顯示與符合資格訂位相關聯的 Transit Voucher（過境住宿憑證）。

- 點選憑證代碼旁的「複製」圖示
- 繼續操作前，請先閱讀憑證使用規則



Voucher | 憑證使用

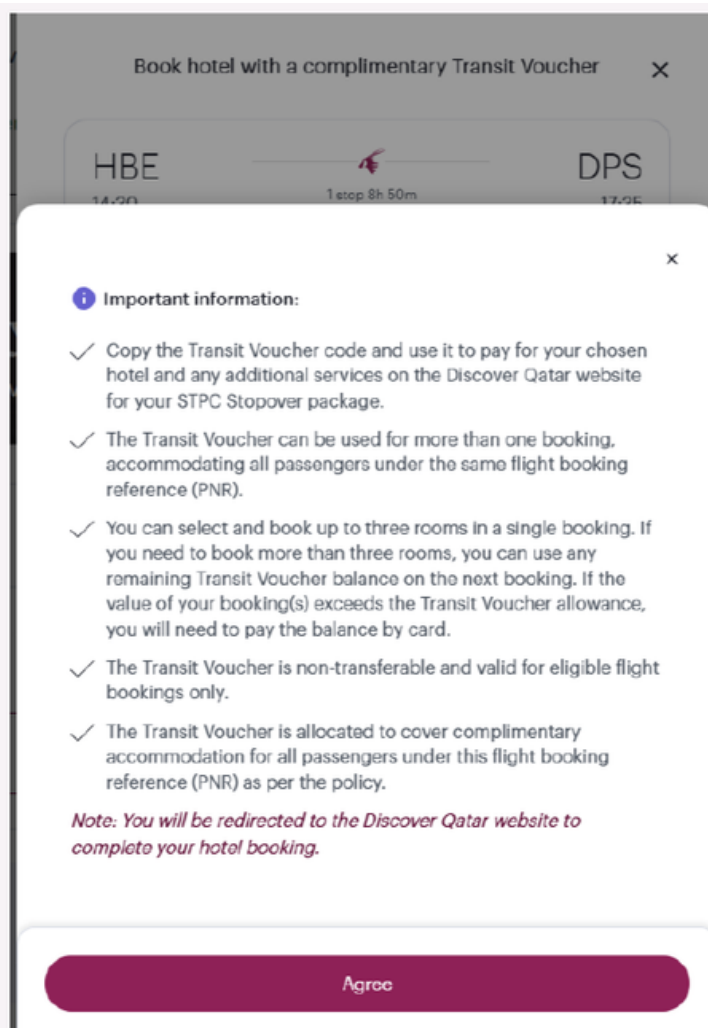
Voucher（憑證）可於 Discover Qatar 訂房時使用，折抵可用額度內的住宿費用；如產生額外費用，須另行支付。

STEP 6

同意 Voucher 使用規範

請閱讀 Voucher（憑證）的使用規範，包括使用方式、房間數量限制、符合資格的旅客，以及前往 Discover Qatar 的相關說明。

- 請細閱讀各項規則
- 選擇「Agree（同意）」返回 Voucher（憑證）頁面



Tip | 提醒

Transit Voucher（過境住宿憑證）不得轉讓，僅限同一訂位編號（PNR）下符合資格的旅客使用。

STEP 7

前往 Discover Qatar

複製 Voucher Code（憑證代碼）後，前往 Discover Qatar 網站完成住宿預訂。

- 確認狀態顯示「Code Copied」（代碼已複製）
- 選擇「Continue」（繼續）

The screenshot displays a mobile application interface for booking a hotel with a complimentary Transit Voucher. At the top, the title is "Book hotel with a complimentary Transit Voucher" with a close button (X). Below this, a flight summary box shows a round trip from HBE to DPS. The departure is on Thu, 17 Sep 2026 at 14:30, and the arrival is on Fri, 18 Sep 2026 at 17:35. The flight includes a 1 stop of 8h 50m in Doha. Below the flight details, a message says "Please copy the Transit Voucher code to continue". A box labeled "USD 40 Voucher" shows the total amount for all passenger(s) under the reference (PNR). A black redaction box covers the voucher code. Below the voucher box is a link to "Read the guideline of the voucher". At the bottom, there is a large purple button labeled "Continue".

Tip | 提醒

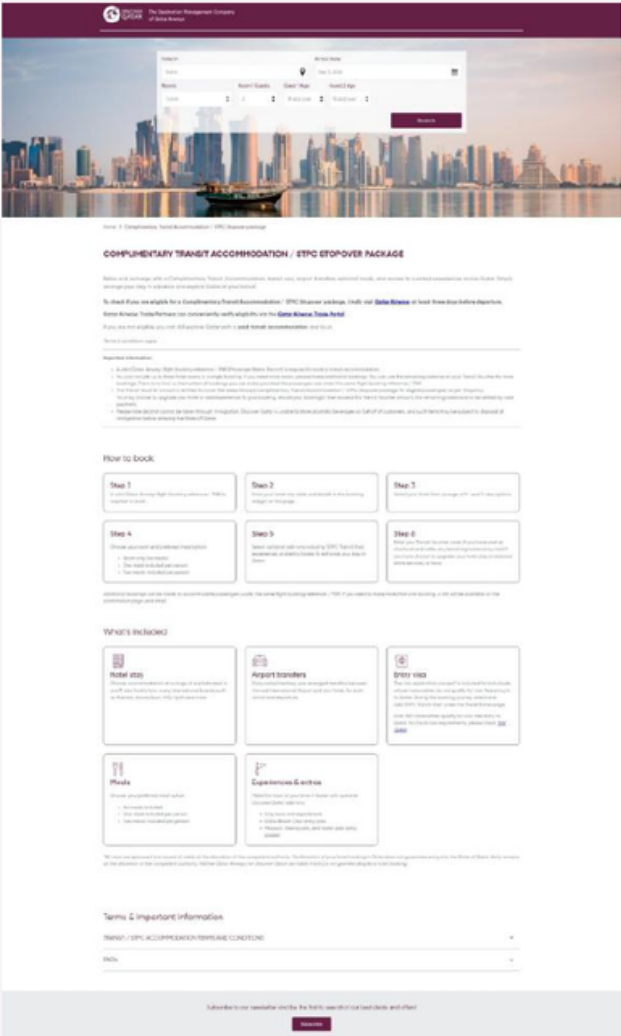
請將 Transit Voucher（過境住宿憑證）貼到 Discover Qatar 付款頁面的「Transit Voucher」欄位中。

STEP 8

查看 Discover Qatar 預訂頁面

Discover Qatar 的 STPC 頁面將顯示方案內容，並提供酒店預訂流程。

- 查看方案資訊及相關條款
- 於訂位搜尋區域輸入所需的住宿資訊，以繼續預訂流程



STEP 9

選擇合適的住宿及房型

查看 STPC 可提供的住宿飯店、房型及價格；可使用篩選條件及地圖縮小選擇範圍。

- 選擇符合旅客需求的住宿
- 選擇所需的房型、餐食及房價方案
- 確認是否有超出 Transit Voucher（過境住宿憑證）額度的額外費用需支付

Doha | 5 Sep 2026 | 1 night | 1 room, 2 guests

Showing 33 of 54 hotels

Hotel Name

Hotel Rating

Per Person (USD)

Board Basis

Sort By

Recommended
US\$25 per person

Per Person

Total Price



Saraya Corniche Hotel - STPC

★★★★★

Doha

3 Rates Available

US\$25.00
per person

Room Only

Select

Rooms

2 Guests - 18 Years, 18 Years



Superior Room

More Room Information

Your Chosen Room

Room 1 - Superior Room - Room Only

Non-refundable

US\$25.00
per person

Keep

Room 1 - Superior Room - 1 meal included per person

Non-refundable

US\$49.00
per person

US\$24.00 more

Select

Room 1 - Superior Room - 2 meals included per person

Non-refundable

US\$73.00
per person

US\$48.00 more

Select



Golden Tulip Doha Hotel - STPC

★★★★★

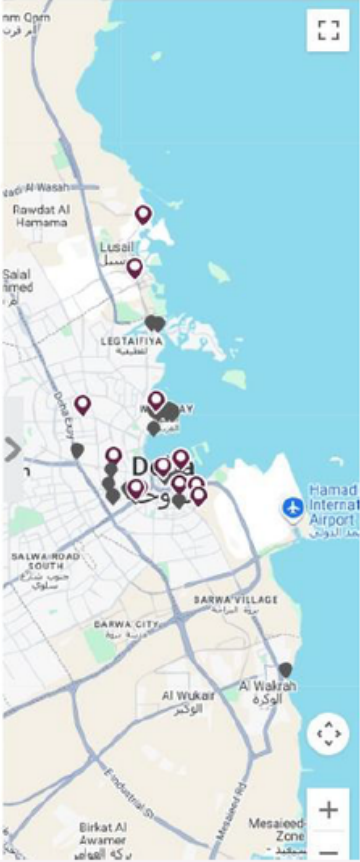
Doha

3 Rates Available

US\$25.00
per person

Room Only

Select

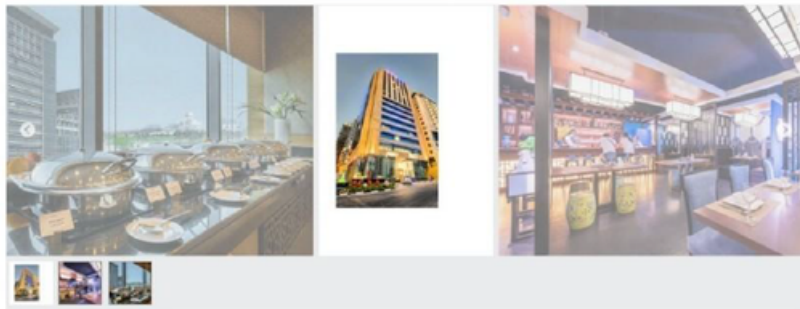


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[查看飯店詳細資訊](#)

- 確認飯店及房型詳細資訊
- 選擇所需的房型以繼續操作

Saraya Corniche Hotel - STPC ★★★★★
P.O. Box 23768, Building 1, Zone 18, Baladiya Street, Old Salata, Doha, State of Qatar , Doha, 23768



Room Rates | Hotel Overview

Rooms 2 Guests - 18 Years, 18 Years Room 1 - Superior Room - Room Only US\$50.00 in total [Change room](#)

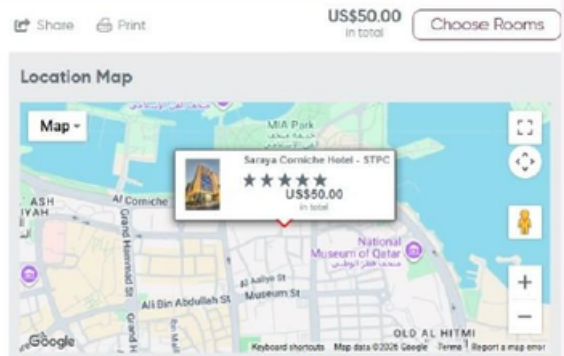
US\$50.00 in total [Select](#)

Hotel Overview

Discover the perfect home away from home at Saraya Comiche Hotel. Perfectly situated along the sweeping sun-drenched shores of the Arabian Gulf and set at the heart of the mighty city of Doha, we are one of the premier boutique five-star hotels for business and leisure travel in Doha. Located walking distance from popular Doha landmarks like the Comiche, the Museum of Islamic Arts, Souq Waqif and Bank Street, we bring the best of the city to your doorstep.

Hotel Facilities & Amenities

- Restaurants and coffee shop
- Spa and massage services
- VIP Lounge
- Gym, sauna and steam bath

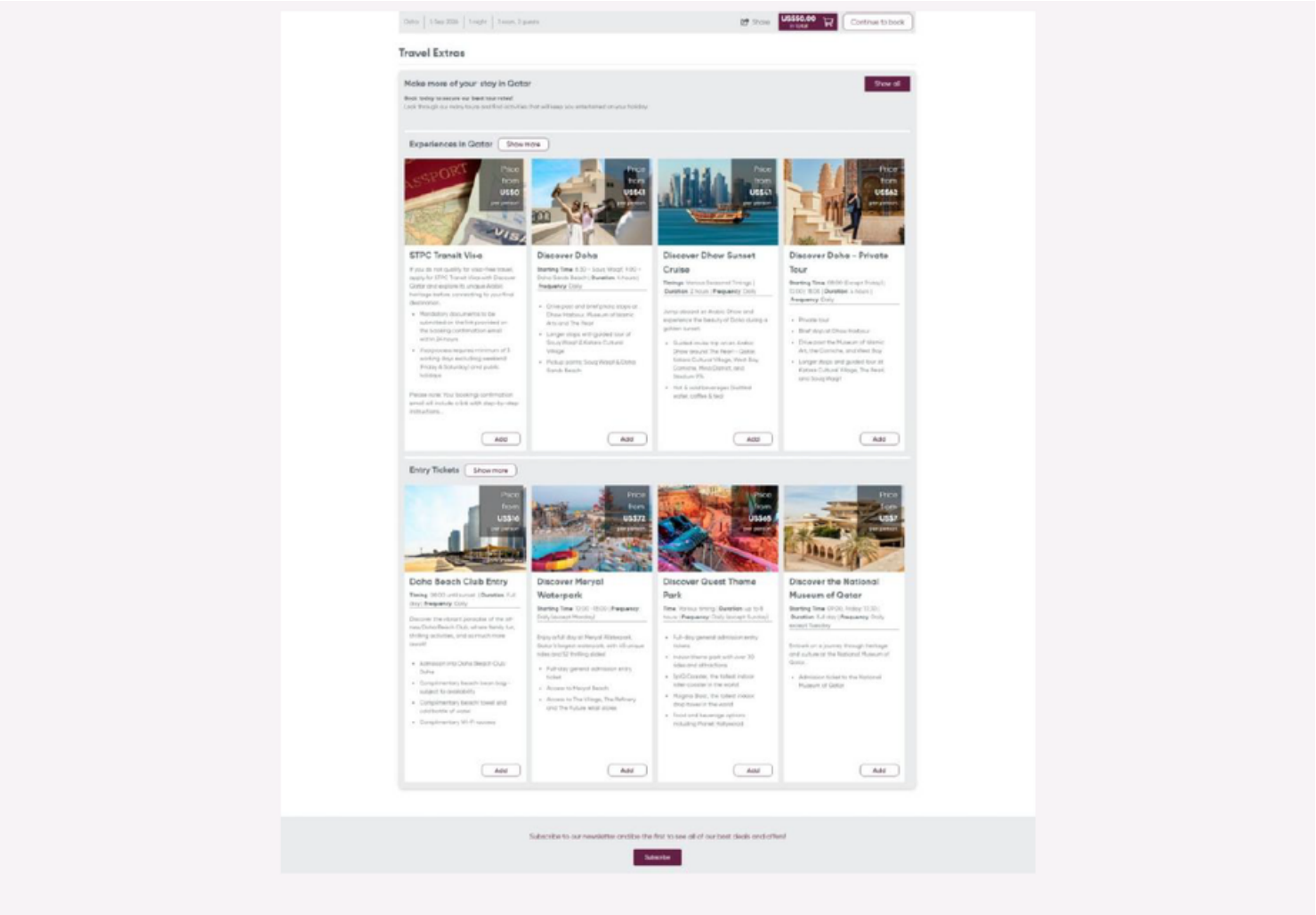


STEP 11

選擇附加服務

Discover Qatar 可能會顯示可選的體驗及其他附加服務。這些項目與 STPC 飯店預訂分開，並非飯店預訂的必要項目。

- 僅在旅客有需要時，才選擇附加服務
- 如有需要辦理簽證，請新增「STPC Transit Visa」產品，以開始簽證申請流程
- 新增後，預訂確認電子郵件中將包含簽證申請流程及相關操作說明



Tip | 提醒

簽證申請流程 *適用於不符合卡達免簽入境資格的旅客。目前有超過 100 個國籍符合卡達免簽入境資格。如需確認簽證要求，請查閱 Visit Qatar 的相關資訊。

* 所有簽證均由主管機關全權審核及決定是否核發。即使已確認在杜哈的飯店預訂，也不代表旅客一定能獲准進入卡達。最終是否准予入境，仍由主管機關決定。即使旅客已完成飯店預訂，如未獲准入境，卡達航空及 Discover Qatar 均不承擔相關責任。

如無需任何附加項目，請選擇「Continue without extras（不添加附加項目並繼續）」。

STEP 12

填寫旅客及聯絡資料

輸入預訂所需的旅客資料、抵達日期、離開日期及聯絡資訊。

- 請依照旅行證件上的資料輸入旅客資訊
- 確認旅客人數及房間分配是否正確
- 付款前，請再次確認聯絡資訊及訂房摘要

The screenshot shows the 'Booking Details' form in the Expedia Management Console. The form is divided into several sections: Guest Details, Additional Information, Contact Details, Payment Details, and Terms & Conditions. The Guest Details section includes fields for First Name, Last Name, and Email Address. The Additional Information section includes fields for Arrival Date, Departure Date, and Flight Number. The Contact Details section includes fields for Phone Number and Email Address. The Payment Details section includes a field for Payment Method. The Terms & Conditions section includes a checkbox for Terms and Conditions. The form is displayed on a mobile device screen.

Accuracy check | 資料核對

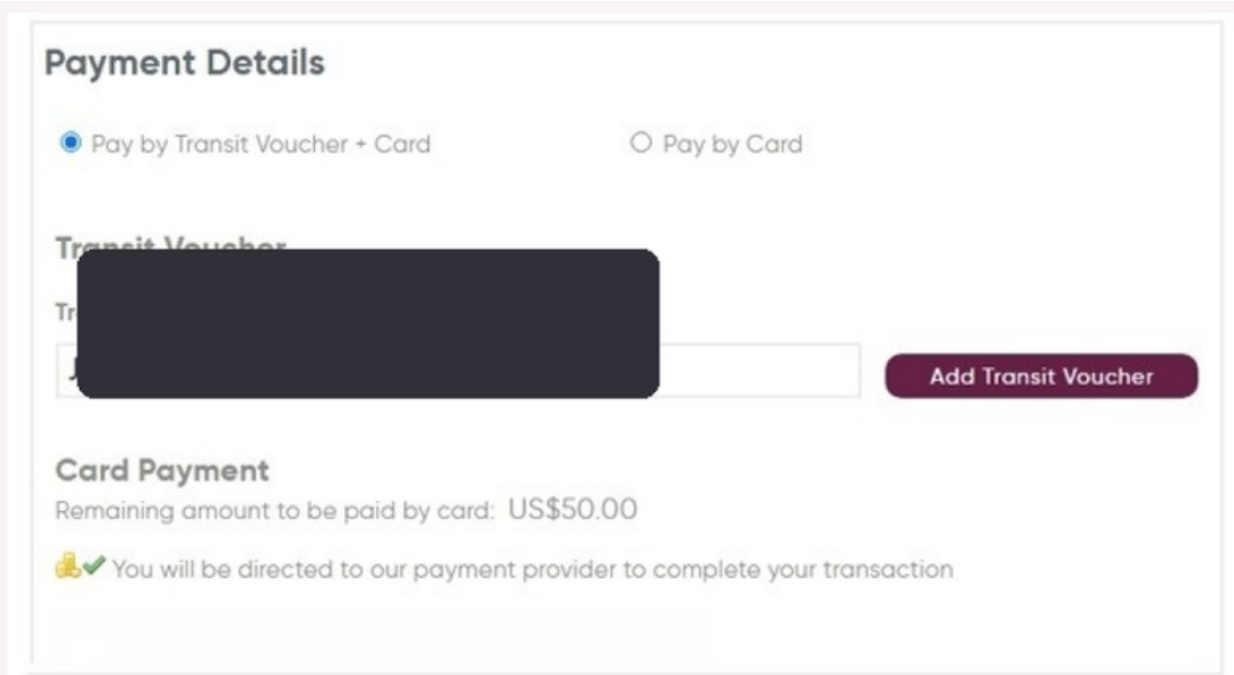
旅客資料或聯絡資訊輸入錯誤，可能會影響飯店預訂及後續與旅客的聯絡。

STEP 13

使用 Transit Voucher（過境住宿憑證）

付款時，選擇「Transit Voucher + Card」付款方式，並輸入已複製的 Transit Voucher 代碼。

- 貼上 Transit Voucher（過境住宿憑證）代碼
- 選擇「Add Transit Voucher（新增 Transit Voucher）」
- 確認畫面顯示的剩餘應付金額，並以信用卡支付



Payment Details

☒ Pay by Transit Voucher + Card ☐ Pay by Card

Transit Voucher

Tr [REDACTED]

Card Payment

Remaining amount to be paid by card: US\$50.00

 You will be directed to our payment provider to complete your transaction

STEP 14

確認憑證使用並付款

付款摘要會顯示 Transit Voucher 餘額、本次抵扣金額，以及尚需支付的剩餘金額。

- 確認本次套用至預訂的 Transit Voucher 金額
- 閱讀並接受適用的條款與細則
- 如有剩餘應付金額，請選擇「Pay Now（立即付款）」完成付款。

Payment Details

☐ Pay by Card

J2BQABC7H223

Voucher Balance: US\$50.00

Redeeming

US\$

Remaining

US\$0.00

[Remove Transit Voucher](#)

Terms & Conditions

☐ I have read and accept the [Terms and Conditions](#) of travel.

☒ [Rules and Restrictions](#)

☐ I would like to receive fantastic offers and deals via email.

Discover Qatar cares about your privacy. We will only use your email address to send you offers – we will never share your details with third parties.

[Pay Now](#)

Final check | 最終確認

選擇「Pay Now（立即付款）」前，請確認酒店、旅客人數、住宿日期、Transit Voucher 抵扣金額及任何需以信用卡支付的金額均正確無誤。

儲存預訂確認資料

- 保存或將預訂確認資料提供給旅客
- 請旅客仔細閱讀飯店及機場接送相關說明
- 旅途中請妥善保留預訂確認資料，以便需要時查閱

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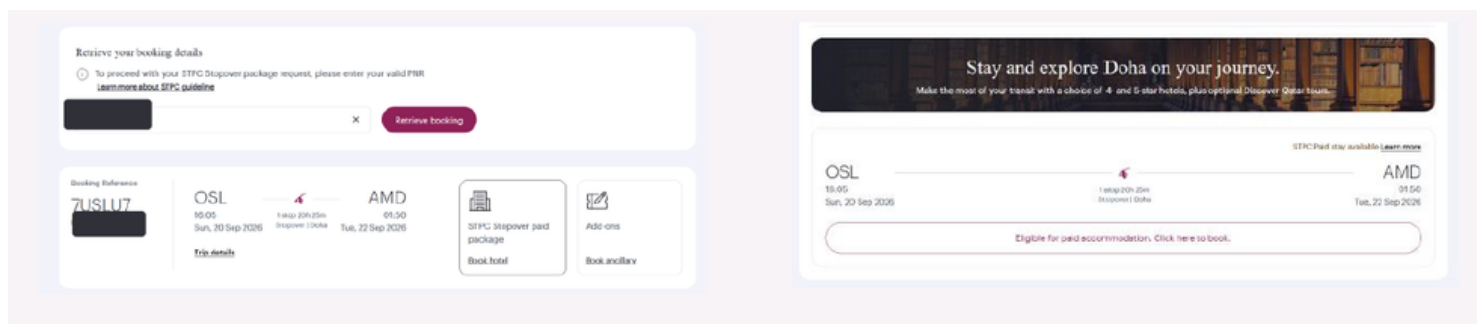
Tip | 提醒

旅客應隨身攜帶預訂確認資料，並按照確認資料中的抵達及酒店接送指引辦理。

STPC 付款流程

當無法提供免費住宿，但該訂位符合付費 STPC 方案資格時，Trade Portal 會顯示付費方案及預訂相關提示訊息。

- 從付費方案或付費住宿提示訊息中，選擇「Book hotel（預訂飯店）」
- 繼續前往 Discover Qatar，並從可提供的付費住宿選項中選擇合適的方案
- 確認預訂前，請仔細查看完整價格及付款條款



無憑證

付費 STPC 方案不使用免費 Transit Voucher（過境住宿憑證）；付款時，請使用 Discover Qatar 所顯示的付款方式完成付款。

無法提供 Transit Voucher（過境住宿憑證）時

當無法提供 Transit Voucher（過境住宿憑證）時，Trade Portal 可能會顯示指引說明，解釋為什麼此行程不符合免費 Transit Voucher 的資格。

- 核對顯示的原因及行程詳細資訊
- 如系統顯示該訂位不符合資格，請勿向旅客承諾可提供免費住宿
- 僅在該訂位有提供付費方案時，才可使用付費方案流程

Guidelines



Not Eligible for Transit Vouchers

Reason that you are not eligible for complimentary services

- ⊗ Passengers are booked on a connection with transit time between 8-24 hours
- ⊗ Passengers are booked on the shortest connection
- ⊗ Passengers are booked on the next available connections with the transit time between 8-24 hours
- ⊗ Passengers are booked on the shortest connection

同業完成檢查清單

☐

Correct PNR retrieved

☐

Passenger and itinerary verified

☐

Package type confirmed: complimentary or paid

☐

Voucher copied and guidelines accepted, if applicable

☐

Hotel, room and dates checked

☐

Guest and contact details reviewed

☐

Voucher and remaining payment verified

☐

Discover Qatar confirmation saved and shared

Scope This guide reflects the screens contained in the source user manual. Screen labels and availability may vary based on the booking and package type.

適用範圍

本指南內容以原始使用者手冊中的操作畫面為準；畫面標籤及可用功能可能會因訂位及方案類型而有所不同。