



AirArabia

Air Arabia Trade partner user manual

Introduction

This manual shall act as a guide for you in making:

- New reservations
- Adding ancillaries (Seats, Meal, Baggage, Insurance & Airport services)
- Modifying existing reservations
- Cancelling reservations
- Name change
- Sales reports

New reservation

Air Arabia

1- Go to www.airarabia.com

Flying from: Sharjah (SHJ) AED

Login Join English

AirArabia Plan Manage Check-In Destinations Help Air Rewards

Fly to the heart of Europe - Prague
Return from AED 1,339
[MORE DETAILS](#)

Save up to 30%

FLIGHTS FLIGHT + HOTEL HOLIDAY PACKAGES HOTELS CARS AIR REWARDS CASHBACK

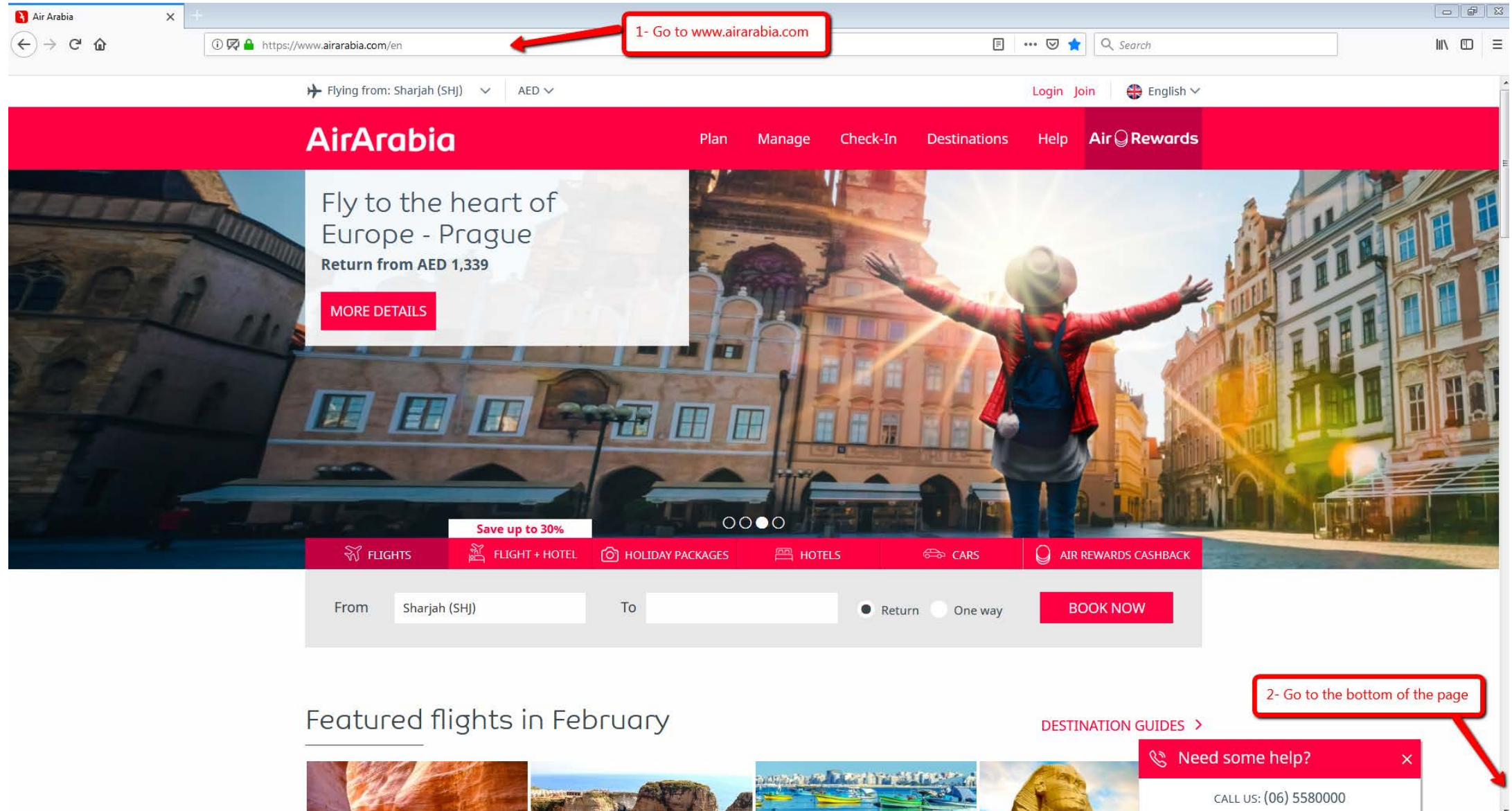
From Sharjah (SHJ) To ☒ Return ☐ One way [BOOK NOW](#)

Featured flights in February

DESTINATION GUIDES >

[Need some help?](#) [CALL US: \(06\) 5580000](#)

2- Go to the bottom of the page



AirArabia

New reservation

Air Arabia

https://www.airarabia.com/en

Search

FLIGHTS

FLIGHT + HOTEL

HOLIDAY PACKAGES

HOTELS

CARS

AIR REWARDS CASHBACK

From

Sharjah (SHJ)

To

Return

One way

BOOK NOW

Keep in touch...

Follow us to receive exclusive deals and all our latest news and offers.

f

t

in

>

c

Wi-Fi



Air Arabia App

Download the Air Arabia app for free and enjoy great deals wherever you are!

DOWNLOAD APP

Flights from Countries

Flights to Countries

Flights from Cities

Flights to Cities

City to City Flights

Book your trip

Book flight

Book flight+hotel

Buy Flight Pass

Best offers

Best price guarantee

Book hotel

Book car

Group booking

Charter booking

Flying with us

Where we fly

Before you fly

Baggage

At the airport

Onboard

About Us

About us

Media centre

Investor relations

Company Information

Community

Careers

A320 Cadet Pilot (MPL)

Gallery

Inflight magazine

Engineering Brochure

Customer service

Contact us

Call centres

Office locations

FAQ

Log in

Travel agent portal

Manage your booking

The smallprint

Conditions of carriage

Website Terms &

Conditions

Privacy policy

Cookie Policy

Skytrax winners!

Skytrax World Airline Award Winners



3- Click Travel agent portal

AirArabia

New reservation

The screenshot shows the Air Arabia Travel agent portal. At the top, there's a browser tab labeled 'Travel agent portal | Air Arabia' and a URL bar with 'https://www.airarabia.com/en/travel-agent-portal'. Below the browser, a header bar shows 'Flying from: Sharjah (SHJ)' and 'AED'. To the right, there are links for 'Air Rewards', 'Login', 'Join', and 'English'. The main navigation bar is red and contains the 'AirArabia' logo and links for 'Plan', 'Manage', 'Check-In', 'Destinations', 'Air Rewards', and 'Help'. Below this, there are five red buttons: 'FLIGHTS', 'FLIGHT + HOTEL', 'HOLIDAY PACKAGES', 'HOTELS', and 'CARS'. The 'FLIGHTS' button is selected. Below the buttons, there's a search form with 'From' (Sharjah (SHJ)), 'To' (empty), and radio buttons for 'Return' (selected) and 'One way'. A red 'BOOK NOW' button is to the right. Below the search form, there's a section titled 'Other services' with a sub-section 'Travel agent portal'. This section contains three links: 'Air Arabia (UAE) Agent login', 'Air Arabia (Maroc) Agent login', and 'Air Arabia (Egypt) Agent login'. A red box highlights these links, and a red arrow points from a text box on the left to this box. The text box on the left says '4- Click on the portal in your region (UAE , Maroc or Egypt)'. Below the links, there's a section titled 'Become a Travel agent partner' with a paragraph of text.

Travel agent portal | Air Arabia

https://www.airarabia.com/en/travel-agent-portal

Flying from: Sharjah (SHJ) AED

Air Rewards Login Join English

AirArabia Plan Manage Check-In Destinations Air Rewards Help

FLIGHTS FLIGHT + HOTEL HOLIDAY PACKAGES HOTELS CARS

From Sharjah (SHJ) To Return One way BOOK NOW

Other services

Travel agent portal

4- Click on the portal in your region (UAE , Maroc or Egypt)

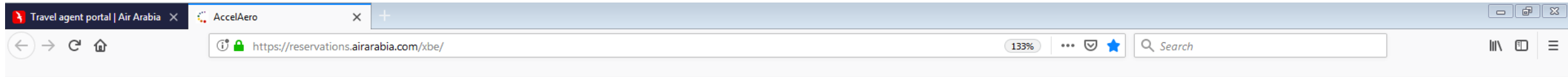
Air Arabia (UAE) Agent login **Air Arabia (Maroc) Agent login** **Air Arabia (Egypt) Agent login**

Become a Travel agent partner

Air Arabia welcomes travel agents who wish to become our representatives in any of our destinations. Our competitive fares and extensive network surely stimulates huge demand from passengers searching for affordable flights and efficient means of travel. We support this with an easy and convenient selling option for our partners in the travel trade community

AirArabia

New reservation



5- Please click here to login

AccelAero
Call Centre

[If pop-up blocked, Click here to login](#)

Compatible Browsers -- Mozilla Firefox -V 3.5+, Internet Explorer - V 7+,Google Chrome
Recommended for best performance -- Mozilla Firefox -V 3.5+ ,Google Chrome

AirArabia

New reservation

Air Arabia - Mozilla Firefox
https://reservations.airarabia.com/xbe/private/showXBEMain.action

6- Enter your Air Arabia
user id
password

Login

Welcome !
To access the Air Arabia online site, please enter your **User ID** ,
Password and **Captcha** and click **Login**.

User ID :

Password :



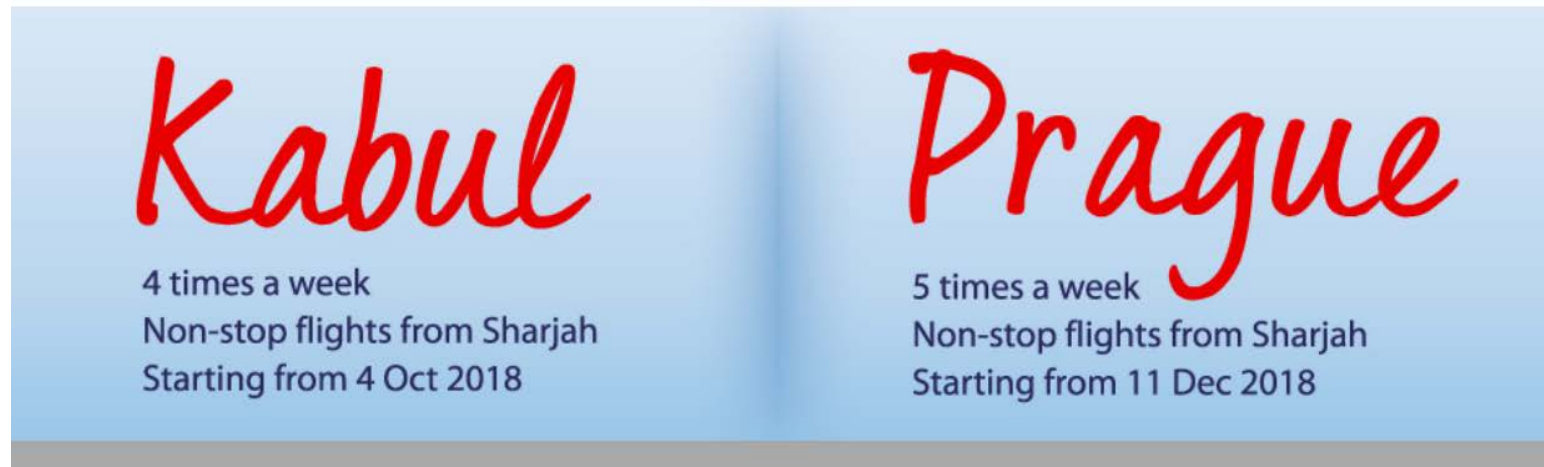
Language :

AccelAero
Call Centre

Powered by ISA

AirArabia

New reservation



AirArabia

New reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9** **AccelAero** Agents Available Credit :

Search Flights

☒ One way/ Return ☐ Multiplicity ☐ Lowest Fares Calendar

From * Departure Date * +/- Days Adults * Class *

To * Return Date * +/- Days Children Currency *

Search Options * Infants Type *

Promo Code

Hide search panel -

8- Enter Origin of travel

10- Select date of departure

9- Enter Destination of travel

11- Select date of return & for one way no need to select it

Click search

AirArabia

New reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9 AccelAero**

Search Flights Passengers Ancillary Payments Itinerary Agents Available Credit : AED 0.00

☒ One way/ Return ☐ Multicity ☐ Lowest Fares Calendar

< Previous Day **Outgoing 15/Apr/2019** Next Day >

segment	Flight	Op	Departure	Arrival
☒ JED/SHJ/HYD +Add Stopover	G9146	G9	Mon 15Apr19 10:00	Mon 15Apr19 13:40
	G9458	G9	Mon 15Apr19 22:15	Tue 16Apr19 03:20
☐ JED/SHJ/HYD	G91650	G9	Mon 15Apr19 15:20	Mon 15Apr19 19:00
	G9458	G9	Mon 15Apr19 22:15	Tue 16Apr19 03:20
☐ JED/SHJ/HYD	G9148	G9	Mon 15Apr19 16:30	Mon 15Apr19 20:10
	G9458	G9	Mon 15Apr19 22:15	Tue 16Apr19 03:20

< Previous Day **Return 21/Apr/2019** Next Day >

segment	Flight	Op	Departure	Arrival
☒ HYD/SHJ/JED +Add Stopover	G9459	G9	Sun 21Apr19 04:00	Sun 21Apr19 06:05
	G9145	G9	Sun 21Apr19 07:30	Sun 21Apr19 09:20
☐ HYD/SHJ/JED	G9459	G9	Sun 21Apr19 04:00	Sun 21Apr19 06:05
	G91651	G9	Sun 21Apr19 12:30	Sun 21Apr19 14:20
☐ HYD/SHJ/JED	G9459	G9	Sun 21Apr19 04:00	Sun 21Apr19 06:05
	G9147	G9	Sun 21Apr19 14:00	Sun 21Apr19 15:50

Segment - JED/SHJ/HYD

☒ **Basic** [Baggage Rates](#)
Flight

☐ **Value +42**
Flight,Baggage : 30 Kg checke...

☐ **Basic with flexi +100**
Flight,Modification: One time u...

☐ **Extra +320**
Flight,Baggage : 40 Kg checke...

Segment - HYD/SHJ/JED

☒ **Basic** [Baggage Rates](#)
Flight

☐ **Value +42**
Flight,Baggage : 30 Kg checke...

☐ **Basic with flexi +100**
Flight,Modification: One time u...

☐ **Extra +320**
Flight,Baggage : 40 Kg checke...

Fare Quote - Outgoing 15/Apr/2019 - Return 21/Apr/2019

ChangeFare	Show Taxes and Surcharges	FareRules	Fare Quote					
			Price Breakdown					
	Pax Type	Fare	Tax	Sur.	Per Pax	No. Pax	Total	TotalPrice
JED/SHJ/HYD	Adult(s)	380.04	128.00	0.00	508.04	1	508.04	508.04
HYD/SHJ/JED	Adult(s)	24.50	256.00	410.00	690.50	1	690.50	690.50
							Handling Charge AED	0.00
							AED 1198.54 TotalPrice	AED 1198.54

12- Select flight as per passenger requirement

13- Select which fare option (Basic, Value or Extra)

14- Click Fare Quote

15- Add your office charge to the netfare and then quote to the passenger

16- Click Make Reservation

• Starting 13th June, GCC residents flying to the United Arab Emirates will need to obtain online e-visa before travel. Passengers will no longer be eligible for a visa on arrival facility. You can apply for an e-visa by visiting the GDRFA website <https://www.gdrfa.ae/GCCIND>.

Make Reservation Reset Close

AirArabia

New reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9** **AccelAero**

Search Flights Passengers **Ancillary** Payments Itinerary Agents Available Credit : AED 0.00

Flight Details

JED/SHJ	G9146	G9	Mon 15Apr19	DEP	JED	10:00	ARR	SHJ	13:40
SHJ/HYD	G9458	G9	Mon 15Apr19	DEP	SHJ	22:15	ARR	HYD	03:20
HYD/SHJ	G9459	G9	Sun 21Apr19	DEP	HYD	04:00	ARR	SHJ	06:05
SHJ/JED	G9145	G9	Sun 21Apr19	DEP	SHJ	07:30	ARR	JED	09:20

Passenger Information

Type	Title *	First Name *	Last Name *	Nationality *	Date of Birth	Air Rewards ID	Total
1	AD						1198.54

Upload From CSV Sample File TBA

17- Enter pax name as per passport 18- Select Nationality

19- Select country of residence 20- Enter contact number

Contact Details

Title *
First Name *
Street Address *
Town / City *
Country *

Last Name *
Mobile *
Phone No *
Fax *
Email Address *
Preferred Language *
User Notes

Profile/PNR *
☐ Update Customer Profile

Price AED	Pax	Fare	Tax	Sur	Total
Adult(s)	1	404.54	384.00	410.00	1198.54
Total		(0.00 + 1198.54)			1198.54

Sales Point *
On-Hold

Booking Category Standard *
Continue Reset Cancel

21- Click On hold or Continue for Immediat payment

AirArabia

New reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9** **AccelAero**

Search Flights Passengers Ancillary Payments Itinerary Agents Available Credit : AED 0.00

Baggage Request

Seat **Meal** **Bag...** **Insu...** **SSR** **Airp...** **Flexi**

Segments	Baggage	Charge
JED/SHJ/HYD 15APR19 10:00	30 Kg	12.00
	40 Kg	180.00
	No Baggage	0.00
HYD/SHJ/JED 21APR19 04:00		

22- Select ancillaries

Apply To All Apply

Pax wise breakdown for			Price Breakdown	
Passenger Name	Qty			AED
T B A T B A	1		Ticket Price	1198.54
30 Kg	1		Seat Request	0.00
			Meal Request	0.00
			Baggage Request	24.00
			Travel Insurance	0.00
			SSR Needs	0.00
			Airport Services	0.00
			Flexi Charge	0.00
			TOTAL	1222.54

23- Click continue

Continue View Summary Cancel

AirArabia

New reservation

[Make Reservation](#) [Find Reservation](#) [Tools](#) [Reports](#) [Holidays](#) [System](#)

G9 **AccelAero**

[Search Flights](#) [Passengers](#) [Ancillary](#) [Payments](#) [Itinerary](#)

Agents Available Credit : **AED 0.00**

Reservation View New booking is successfully completed

PNR 98124448 (ONHOLD) **Release Date Time** **26-02-2019 12:08 (Tuesday)**

Departing Flight(s)

JED/SHJ	G9146	G9	DEP	Mon 15-04-2019 10:00	ARR	Mon 15-04-2019 13:40	NORMAL
SHJ/HYD	G9458	G9	DEP	Mon 15-04-2019 22:15	ARR	Tue 16-04-2019 03:20	NORMAL

Returning Flight(s)

HYD/SHJ	G9459	G9	DEP	Sun 21-04-2019 04:00	ARR	Sun 21-04-2019 06:05	NORMAL
SHJ/JED	G9145	G9	DEP	Sun 21-04-2019 07:30	ARR	Sun 21-04-2019 09:20	NORMAL

Passenger Information

Passenger Name	Additional Service Details										
Adult(s) 1MR T b a T b a	<table><thead><tr><th>Segment</th><th>Baggage(s)</th></tr></thead><tbody><tr><td>JED/SHJ</td><td>30 Kg</td></tr><tr><td>SHJ/HYD</td><td>30 Kg</td></tr><tr><td>HYD/SHJ</td><td>30 Kg</td></tr><tr><td>SHJ/JED</td><td>30 Kg</td></tr></tbody></table>	Segment	Baggage(s)	JED/SHJ	30 Kg	SHJ/HYD	30 Kg	HYD/SHJ	30 Kg	SHJ/JED	30 Kg
Segment	Baggage(s)										
JED/SHJ	30 Kg										
SHJ/HYD	30 Kg										
HYD/SHJ	30 Kg										
SHJ/JED	30 Kg										

Payment Details

Total Airfare	404.54
Total Tax	384.00
Total Surcharge	434.00
Total Fee	0.00
PROMOTION DISCOUNT	0.00
Total Amount	1222.54 AED

Contact Details

First Name T b a	Last Name T b a
-------------------------	------------------------

Itinerary Language English ☐ Print Ticket Chg ☒

Print

AirArabia

New reservation

Make ReservationFind ReservationToolsReportsHolidaysSystem

G9AccelAero

Booking InformationContact DetailsPaymentsHistoryAncillaryAgents Available Credit : AED 0.00

Payment Details

Release on Hold : 26-Jul-2019 12:08 (Tuesday)
LOCAL

PNR 98124448

Head Office Sales Support (ABY)

Total Fare	404.54	Ticket Price	1222.54
Total Taxes/Charges	818.00	Paid	0.00
CNX/MOD Charge	0.00	Fare Discount	-0.00
Handling Charge	0.00		
Balance to Pay	1222.54		

Passenger Payment Details

☒ Select/Un Select All Passengers

Select	Passenger Name	Total	Paid	To Pay	Used Credit	Credit	Remove
☒	MR. T b a T b a	1222.54	0.00	1222.54	0.00	<button>Credit</button>	<button>Remove</button>

25- Click on payment after receiving payment from passenger

Balance to pay for the remaining passengers 0 AED

Amount paid for the selected passengers : 1222.54AED

Payment Option

☐ Credit Card

☒ On Account

Total1222.54 AED

26- Click on Pay & Confirm to issue ticket

Force Confirm

Pay & Confirm

Reset

Cancel

New reservation

JED/SHJ	G9146	G9	Mon 15/04/2019	DEP	10:00	ARR	13:40	NORMAL	Basic	CNF
SHJ/HYD	G9458	G9	Mon 15/04/2019	DEP	22:15	ARR	03:20 (+1)	NORMAL	Basic	CNF
HYD/SHJ	G9459	G9	Sun 21/04/2019	DEP	04:00	ARR	06:05	NORMAL	Basic	CNF
SHJ/JED	G9145	G9	Sun 21/04/2019	DEP	07:30	ARR	09:20	NORMAL	Basic	CNF

[New PNR](#) [Modify Reservation](#) [Create Alert](#) [Clear All Alerts](#)

Passenger Information

	Typ	Title *	First Name *	Last Name *	Nationality *	Date of Birt	Air Rewards ID	Tot Chg	Tot Pa	Bal	ACC	E-TCK	
1	AD	Mr.	T B A	T B A				1222.54	0.00	1222.54	ACC	E-TCK	☐

[Name Change](#) [Charge Adjustment](#) [Add Infant](#) [Remove Pax](#) [Split](#)

User Notes : [Add User Note](#) [View Notes](#)

27- Click View Itinerary to print ticckt

Transfer

Extend Onhold

Booking Category

Standard

English

[View Itinerary](#)

Pax

Pay

Chg

[Close](#)

[BookMark](#)

[Reset](#)

[Edit](#)

[Cancel Res.](#)

Ticket Price	No. of Pax	Fare	Tax	Sur	Other	Total
Adult(s)	1	404.54	384.00	434.00	0.00	1222.54
PROMOTION DISCOUNT						0.00
Total						1222.54

AirArabia

Modify reservation

The screenshot shows the 'Search Reservation' section of the AccelAero G9 system. The interface includes a top navigation bar with links: Make Reservation, Find Reservation, Tools, Reports, Holidays, and System. The 'Find Reservation' link is highlighted with a red arrow pointing to a callout box labeled '28- Click Find reservation'. Below the navigation bar, the 'Search Reservation' title is followed by a grey bar indicating 'Agents Available Credit : AED 0.00'. The search form includes a 'Search' section with an 'Exact match' checkbox checked. The 'Search By' section has radio buttons for PNR (selected), Ticket Number, and GDS Record Locator. The PNR field contains '98124448' and is highlighted with a red arrow pointing to a callout box labeled '29- Enter the PNR'. There are also fields for 'First Name' and 'Last Name'. The 'Search Options' section shows a dropdown menu set to 'Search G9' and a 'Search' button, which is highlighted with a red arrow pointing to a callout box labeled '30- Click Search'. At the bottom right, there are 'Reset' and 'Close' buttons.

Make Reservation Find Reservation Tools Reports Holidays System

G9 AccelAero

Agents Available Credit : AED 0.00

Search Reservation

Search

Exact match ☒

Search By ☒ PNR ☐ Ticket Number ☐ GDS Record Locator

PNR 98124448 First Name Last Name

Search Options Search G9 Search

Advance Search

28- Click Find reservation

29- Enter the PNR

30- Click Search

Reset Close

Modify reservation

[Make Reservation](#) [Find Reservation](#) [Tools](#) [Reports](#) [Holidays](#) [System](#)

G9 **AccelAero**

Search Reservation Agents Available Credit : AED 0.00

Search
Exact match ☒ Search By ☒ PNR ☐ Ticket Number ☐ GDS Record Locator
PNR First Name Last Name Search Options
[Advance Search](#)

Search Results

	PNR	Name	PNR Status	Flight No	Dept. Date	Arrival Date	Segment	Pax	COS	Status
1	98124448	T B A, T B A	CNF	G9146 G9	15/04/2019 10:00	15/04/2019 13:40	JED/SHJ	1/0/0	Basic	CNF
				G9458 G9	15/04/2019 22:15	16/04/2019 03:20	SHJ/HYD	1/0/0	Basic	CNF
				G9459 G9	21/04/2019 04:00	21/04/2019 06:05	HYD/SHJ	1/0/0	Basic	CNF
				G9145 G9	21/04/2019 07:30	21/04/2019 09:20	SHJ/JED	1/0/0	Basic	CNF

31- Click on the booking details to open it

Modify reservation

Booking Information

Contact Details

Payments

History

Ancillary

Agents Available Credit : AED 0.00

Flight Details

CNF

PNR 98124448

Head Office Sales Support

JED/SHJ	G9146	G9		DEP	10:00	ARR	13:40	NORMAL	Basic	CNF
SHJ/HYD	G9458	G9	Mon 15/04/2019	DEP	22:15	ARR	03:20 (+1)	NORMAL	Basic	CNF
HYD/SHJ	G9459	G9	Sun 21/04/2019	DEP	04:00	ARR	06:05	NORMAL	Basic	CNF
SHJ/JED	G9145	G9	Sun 21/04/2019	DEP	07:30	ARR	09:20	NORMAL	Basic	CNF

New PNR

Modify Reservation

Create Alert

Clear

Passenger Information

	Typ	Title *	First Name *	Last Name *	Nationality *	Date of Birt	Air Rewards ID	Tot Chg	Tot Pa	Bal	ACC	E-TCK
1	AD	Mr.	T B A	T B A				1222.54	0.00	1222.54	ACC	E-TCK

Reverse No-Show tax

Name Change

Charge Adjustment

Group Refund

Add Infant

Remove Pax

Modify reservation

Booking Information	Contact Details	Payments	History	Ancillary	Agents Available Credit : AED 0.00	
STATUS		CNF(forced)		PNR	98124448	Head Office Sales Support (ABY)
Baggages						
Passenger Name	Segment	Flight No	Departure Date	Baggages		
T B A T B A	JED/SHJ	G9146	15APR19 10:00	30 Kg		
T B A T B A	SHJ/HYD	G9458	15APR19 22:15	30 Kg		
T B A T B A	HYD/SHJ	G9459	21APR19 04:00	30 Kg		
T B A T B A	SHJ/JED	G9145	21APR19 07:30	30 Kg		

33- Click Add/ Modify

Add/Modify

Modify reservation

Ancillary

Payments

Agents Available Credit : AED 0.00

Baggage Request

Seat

Meal

Bag...

Insu...

SSR

Airp...

Segments	Baggage	Charge
JED/SHJ/HYD 15APR19 10:00	30 Kg	12.00
	40 Kg	180.00
	No Baggage	0.00
HYD/SHJ/JED 21APR19 04:00		

35- Select the segemnt you need to add meal

34- Select Meal tap

Apply To All

Apply

Pax wise breakdown for			Price Breakdown	
Passenger Name	Qty		Old	New
T B A T B A	1			
30 Kg	1			

Seat Request	0.00	0.00
Meal Request	0.00	0.00
Baggage Request	24.00	0.00
Travel Insurance	0.00	0.00
SSR Needs	0.00	0.00
Airport Services	0.00	0.00
Current Balance	1222.54	-
BALANCE		1222.54

Continue

View Summary

Cancel

Modify reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9** AccelAero

Ancillary **Payments** Agents Available Credit : AED 0.00

Meal Request Seat Meal Bag... Insu... SSR Airp...

Segments	Meal	Category	Charge	Available	Qty	
JED/SHJ G9146 15APR19 10:00	Bread Roll	Breakfast	2.00	300	0	
	Croissant	Breakfast	7.00	300	0	
	Egg Omelet Breakfast With Bread Butter	Breakfast	17.00	300	0	
SHJ/HYD G9458 15APR19 22:15	Idli	Breakfast	12.00	300	0	
	Masala Dosa	Breakfast	12.00	299	1	X
	Uppuma	Breakfast	10.00	300	0	
HYD/SHJ G9459 21APR19 04:00	Aloo Chana Chat Salad			300	0	
	Assorted Mezze			300	0	
SHJ/JED G9145 21APR19 07:30	Crispy chicken caesar salad	Salads and Snacks	18.00	300	0	

Segment wise meals can be selected by clicking segments on left hand side

View Menu Apply To All Apply

Pax wise breakdown for				Price Breakdown	
Passenger Name	Meal Charge	Qty	Amt	Old	New
T B A T B A		1	12.00	0.00	0.00
Masala Dosa	12.00	1	12.00	0.00	12.00

Seat Request	0.00	0.00
Meal Request	0.00	12.00
Baggage Request	4.00	0.00
Travel Insurance	0.00	0.00
SSR Needs	0.00	0.00
Airport Services	0.00	0.00
Current Balance	12.00	-
BALANCE		1234.54

36- Add meal by entering the required quantity

38- Once you click apply you will see all meals here

37- Click apply in case one pax or apply to all in case for all pax

39- Click continue

Continue View Summary Cancel

Modify reservation

Make Reservation

Find Reservation

Tools

Reports

Holidays

System

G9

AccelAero

Ancillary

Payments

Agents Available Credit : AED 0.00

Payment Details

PNR 98124448

Total Fare	404.54	Ticket Price	1234.54
Total Taxes/Charges	818.00	Paid	0.00
CNX/MOD Charge	0.00	Fare Discount	-0.00
Handling Charge	0.00		
Balance to Pay	1234.54		

Passenger Payment Details

☒ Select/Un Select All Passengers

Select	Passenger Name	Total	Paid	To Pay	Used Credit	Credit	Remove
☒	MR. T b a T b a	1234.54	0	1234.54	0.00	<button>Credit</button>	<button>Remove</button>

Balance to pay for the remaining passengers 0 AED

Amount paid for the selected passengers : 1234.54AED

Payment Option

☐ Credit Card

☒ On Account

Total 1234.54 AED

40- Click on pay & Confirm

Pay & Confirm

Reset

Cancel

Modify reservation

The screenshot displays the 'Search Reservation' form in the AccelAero G9 application. The form includes a search bar with a dropdown menu set to 'Search G9' and a 'Search' button. Three red arrows with numbered labels indicate the steps to find a reservation:

- 1- Click on Find Reservation (points to the 'Find Reservation' tab in the top navigation bar)
- 2- Enter PNR (points to the 'PNR' input field)
- 3- Click search (points to the 'Search' button)

The form also includes a 'Search By' section with radio buttons for 'PNR', 'Ticket Number', 'GDS Record Locator', and 'First Name'. A 'Reset' button is located at the bottom right of the form.

AirArabia

Modify reservation

[Make Reservation](#) [Find Reservation](#) [Tools](#) [Reports](#) [Holidays](#) [System](#)

G9 **AccelAero**

Search Reservation Agents Available Credit : AED 999,999,998,849.00

Search
Exact match ☒ Search By ☒ PNR ☐ Ticket Number ☐ GDS Record Locator
PNR First Name Last Name Search Options
[Advance Search](#)

Search Results

	PNR	Name	PNR Status	Flight No	Dept. Date	Arrival Date	Segment	Pax	COS	Status
1	98691786	Test, Test	CNF	G9401 G9	15/08/2019 16:40	15/08/2019 21:10	SHJ/BOM	1/0/0	Basic	CNF
				G9407 G9	31/08/2019 04:55	31/08/2019 06:20	BOM/SHJ	1/0/0	Basic	CNF

4- Click on the booking details

Modify reservation

Make ReservationFind ReservationToolsReportsHolidaysSystem

G9AccelAero

Booking InformationContact DetailsPaymentsHistoryAncillaryAgents Available Credit : AED 999,999,997,183.00

Flight Details

CNF

PNR 98691786

Head Office Sales Support (ABY)

SHJ/BOM	G9401	G9	Thu 15/08/2019	DEP	16:40	ARR	21:10	NORMAL	Basic	CNF
BOM/SHJ	G9407	G9	Sat 31/08/2019	DEP	04:55	ARR	06:20	NORMAL	Basic	CNF

New PNRModify ReservationCreate AlertClear All Alerts

Passenger Information

Typ	Title *	First Name *	Last Name *	Nationality *	Date of Birth	Air Rewards ID	Total Chg	Total Pax	Bal	ACC	E-TCK
1	AD	Mr.	Test	Test	Other		1666.00	1666.00	0.00	ACC	E-TCK

Reverse No-Show taxName ChangeCharge AdjustmentGroup RefundAdd InfantRemove PaxSplit

User Notes :

Add User NoteView Notes

Ticket Price	No. of Pax	Fare	Tax	Sur	Other	Total
Adult(s)	1	380.00	242.00	1044.00	0.00	1666.00
PROMOTION DISCOUNT						0.00
Total						1666.00

Transfer

Extend Onhold

Booking Category Standard

EnglishView ItineraryPax☒Pay☐Chg☐

CloseBookMarkResetEditCancel Res.

5- Click modify reservation

Modify reservation

Make ReservationFind ReservationToolsReportsHolidaysSystem

G9AccelAero

Search FlightsAncillaryPrice QuotePayments

Agents Available Credit : AED 999,999,997,183.00

OND	Flight	Op.	Departure	Arrival	Cab	Bookin	STATU	
SHJ/BOM	G9401	G9	Thu 15Aug19 16:40	Thu 15Aug19 21:10	Y	NORMAL	CNF	Cancel Segment Modify Segment
BOM/SHJ	G9407	G9	Sat 31Aug19 04:55	Sat 31Aug19 06:20	Y	NORMAL	CNF	Cancel Segment Modify Segment
Add New OND								

6- Click modify segment

Reset

Close

AirArabia

Modify reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9** AccelAero

Search Flights Ancillary Price Quote Payments Agents Available Credit : AED 999,999,997,183.00

OND	Flight	Op.	Departure	Arrival	Cab	Bookin	STATU	
SHJ/BOM	G9401	G9	Thu 15Aug19 16:40	Thu 15Aug19 21:10	Y	NORMAL	CNF	Cancel Segment Modify Segment
BOM/SHJ	G9407	G9	Sat 31Aug19 04:55	Sat 31Aug19 06:20	Y	NORMAL	CNF	Cancel Segment Modify Segment

Add New OND Add Bus Segment

From BOM - Mumbai- T2 * Departure Date 31/08/2019 * 0 +/- Days Adults 1 * Class Economy C *
To SHJ - Sharjah * Children 0 Currency AED *
Search Options Search G9 * Infants 0 Type NORMAL *
Promo Code

7- Enter the new date

8- Click search

Search

Reset Close

AirArabia

Modify reservation

Make ReservationFind ReservationToolsReportsHolidaysSystem

G9AccelAero

Search FlightsAncillaryPrice QuotePayments

Agents Available Credit : AED 999,999,997,183.00

OND	Flight	Op.	Departure	Arrival	Cab	Bookin	STATU	
SHJ/BOM	G9401	G9	Thu 15Aug19 16:40	Thu 15Aug19 21:10	Y	NORMAL	CNF	Cancel Segment Modify Segment
BOM/SHJ	G9407	G9	Sat 31Aug19 04:55	Sat 31Aug19 06:20	Y	NORMAL	CNF	Cancel Segment Modify Segment

[Add New OND](#)[Add Bus Segment](#)

From

BOM - Mumbai- T2

*

To

SHJ - Sharjah

*

Search Options

Search G9

*

Promo Code

*

Departure Date

26/08/2019

*

0 +/- Days

*

Adults

1

*

Class

Economy C

*

Children

0

*

Currency

AED

*

Infants

0

*

Type

NORMAL

*

[Search](#)

< Previous Day

Outgoing 26/Aug/2019

Next Day >

9- Select the flight

10- Click on Modify OND

[Modify OND](#)

[Reset](#)[Close](#)

AirArabia

Modify reservation

Make Reservation

Find Reservation

Tools

Reports

Holidays

System

G9

AccelAero

Agents Available Credit : AED 999,999,997,183.00

Search Flights

Ancillary

Price Quote

Payments

OND	Flight	Op.	Departure	Arrival	Cab	Bookin	STATU	
SHJ/BOM	G9401	G9	Thu 15Aug19 16:40	Thu 15Aug19 21:10	Y	NORMAL	CNF	Cancel Segment Modify Segment
BOM/SHJ	G9407	G9	Mon 26Aug19 04:55	Mon 26Aug19 06:20	Y	NORMAL	NEW	Cancel Segment Modify Segment

11- Select the fare bundle

Segment - SHJ/BOM

☒ Basic Flight

Baggage Rates

Value +27

Flight,Baggage : 30 Kg checke...

Basic with flexi +100

Flight,Modification: One time u...

Extra +270

Flight,Baggage : 40 Kg checke...

Add New OND

Add Bus Segment

Fare Quote - Outgoing 26/Aug/2019 - Economy Class

Requote

ChangeFare

Show Taxes and Surcharges

FareRules

Price Breakdown

	Pax Type	Fare	Tax	Sur.	Per Pax	No. Pax	Total	TotalPrice
SHJ/BOM	Adult(s)	90.00	140.00	510.00	740.00	1	740.00	740.00
BOM/SHJ	Adult(s)	290.00	102.00	510.00	902.00	1	902.00	902.00
AED 1642.00TotalPrice							AED	1642.00

12- Check the new flight and click confirm

Confirm

Reset

Close

Modify reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9** **AccelAero**

Search Flights Ancillary Price Quote Payments Agents Available Credit : AED 999,999,997,183.00

Baggage Request

Seat Meal Bag... Insu... SSR Airp... Flexi

Segments
BOM/SHJ
26AUG19 04:55

Baggage	Charge
30 Kg	12.00
40 Kg	180.00
No Baggage	0.00

13- Select the same ancillary was booked before

Apply To All Apply

Pax wise breakdown for		
Passenger Name	Qty	
Test Test	1	
30 Kg	1	

Price Breakdown	AED
Ticket Price	1642.00
Seat Request	0.00
Meal Request	0.00
Baggage Request	12.00
Travel Insurance	0.00
SSR Needs	0.00
Airport Services	0.00
Flexi Charge	0.00
TOTAL	1654.00

14- Click continue

Continue View Summary Cancel

AirArabia

Modify reservation

Make ReservationFind ReservationToolsReportsHolidaysSystem

G9AccelAero

Search FlightsAncillaryPrice QuotePayments

Agents Available Credit : AED 999,999,997,183.00

Segment Summary

	Current OND Charges	New OND Charges
FARE	380.00	380.00
TAX + SUR	1286.00	1286.00
CNX Charges	0.00	0.00
MOD Charges	0.00	203.00
Penalties	0.00	0.00
Adjustments	0.00	0.00
Total Charges	1666.00	1869.00
Total Discounts	0.00	0.00
Non Refundable Amount	40.00	0.00
Credit	0.00	
Due		243.00

Override Charges - per PAX/Segment

Adult MOD Charges : 203.00

OverrideApply

15- If the amount shows in Due: then the passenger need to pay that amount for modification include fare difference (amount will be shows in AED)

Pax Summary

Pax Name	Total Charges Current	Total Charges New	Total Payments Current	Total C/F New	Balance
Mr Test Test	1666.00	1909.00	1666.00	1626.00	243.00

User Notes

16- Once confirm with the pax click confirm

ConfirmResetCancel

Modify reservation

Search Flights

Ancillary

Price Quote

Payments

Agents Available Credit : AED 999,999,997,183.00

Payment Details

PNR 98691786

Total Fare	380.00	Ticket Price	1909.00
Total Taxes/Charges	1326.00	Paid	-1666.00
CNX/MOD Charge	203.00	Fare Discount	-0.00
Handling Charge	0.00		
Balance to Pay	243.00		

Passenger Payment Details

☒ Select/Un Select All Passengers

Select	Passenger Name	Total	Paid	To Pay	Used Credit	Credit	Remove
☒	Mr Test Test	1909.00	-1666.00	243.00	0.00	<button>Credit</button>	<button>Remove</button>

Balance to pay for the remaining passengers 0 AED

Amount paid for the selected passengers : 243.00AED

Payment Option

☐ Credit Card

☒ On Account

Total

243.00 AED

17- Once payment is received click pay & confirm

Force Confirm

Pay & Confirm

Reset

Cancel

Modify reservation

Make ReservationFind ReservationToolsReportsHolidaysSystem

G9

AccelAero

Booking InformationContact DetailsPaymentsHistoryAncillary

Agents Available Credit : AED 999,999,996,940.00

Flight Details

CNF

PNR 98691786

Head Office Sales Support (ABY)

SHJ/BOM	G9401	G9	Thu 15/08/2019	DEP	16:40	ARR	21:10	NORMAL	Basic	CNF
BOM/SHJ	G9407	G9	Mon 26/08/2019	DEP	04:55	ARR	06:20	NORMAL	Basic	CNF
BOM/SHJ	G9407	G9	Sat 31/08/2019	DEP	04:55	ARR	06:20	NORMAL	Basic	CNX

New PNR

Modify Reservation

Create Alert

Clear All Alerts

Passenger Information

Type	Title *	First Name *	Last Name *	Nationality *	Date of Birth	Air Rewards ID	Tot Chg	Tot Pax	Bal	ACC	E-TCK
1	AD	Mr.	Test	Test	Other		1909.00	1909.00	0.00	ACC	E-TCK

Reverse No-Show tax

Name Change

Charge Adjustment

Group Refund

Add Infant

Remove Pax

Split

User Notes :

Add User Note

View Notes

18- Click view itinerary to print ticket

Ticket Price	No. of Pax	Fare	Tax	Sur	Other	Total
Adult(s)	1	380.00	282.00	1044.00	203.00	1909.00
PROMOTION DISCOUNT						0.00
Total						1909.00

Transfer

Extend Onhold

Booking Category

Standard

English

View Itinerary

Pax

Pay

Chg

Close

BookMark

Reset

Edit

Cancel Res.

AirArabia

Modify reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9 AccelAero**

Booking Information Contact Details Documents History Airlines Agents Available Credit : AED 999,999,999.99

Print

Printer: Name: \\aeavppmsapp01\FollowMe Properties... Status: Ready Type: Xerox PullPm PS V3.5.404.8.0 Where: FollowMe8,FollowMe,FollowMe1,FollowMe2,FollowMe3,FollowMe4,Folk Comment: ☐ Print to file

Print range: ☒ All ☐ Pages from: 1 to: 1 ☐ Selection

Copies: Number of copies: 1 ☐ Collate

OK Cancel

19- Click to print

RESERVATION CONFIRMED

Barcode

Tel: +971 6 558 0000, Fax: +

• **BOOKING REFERENCES** 98691786

• **AIRLINE CODE LEGEND** G9 - Air Arabia

	Fare	Charges	Paid Amount	Balance
MR TEST TEST	380.00 AED	1529.00 AED	1909.00 AED	
TOTAL IN AED	380.00	1529.00	1909.00	

• **PASSENGER CONTACT DETAILS**

Test, Test 971-6-5088994

Note : Above contact no. will be used for flight change notification.

• **AGENT DETAILS**

Head Office Sales Support (ABY) IATA Code: N/A 123456 pop@isa.ae

• **TRAVEL SEGMENTS**

FLIGHT	ORIGIN / DESTINATION	DEPARTURE / ARRIVAL	CHECK-IN FROM	CLASS OF SERVICE
G9401 (NON-STOP)	Sharjah	Thu, 15 Aug 2019 16:40	Thu, 15 Aug 2019 13:40	Basic Y
	Mumbai- T2 - Terminal-2	Thu, 15 Aug 2019 21:10		
	Duration: 03:00	Aircraft: Airbus A320-168Y	Transit: -	Remarks: -
	Mumbai- T2 - Terminal-2	Mon, 26 Aug 2019 04:55		Basic

Transferring data from reservations.airarabia.com...

AirArabia

Cancel reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9** **AccelAero**

Booking Information Contact Details Payments History Ancillary Agents Available Credit : AED 999,999,996,940.00

Flight Details **CNF** PNR **98691786** **Head Office Sales Support (ABY)**

SHJ/BOM	G9401	G9	Thu 15/08/2019	DEP	16:40	ARR	21:10	NORMAL	Basic	CNF
BOM/SHJ	G9407	G9	Mon 26/08/2019	DEP	04:55	ARR	06:20	NORMAL	Basic	CNF
BOM/SHJ	G9407	G9	Sat 31/08/2019	DEP	04:55	ARR	06:20	NORMAL	Basic	CNX

New PNR Modify Reservation Create Alert Clear All Alerts

Passenger Information

Typ	Title *	First Name *	Last Name *	Nationality *	Date of Birth	Air Rewards ID	Tot Chg	Tot Pax	Bal	ACC	E-TCK
1	AD	Mr.	Test	Test	Other		1909.00	1909.00	0.00	ACC	E-TCK

Reverse No-Show tax Name Change Charge Adjustment Group Refund Add Infant Remove Pax Split

User Notes : Add User Note View Notes

Ticket Price	No. of Pax	Fare	Tax	Sur	Other	Total
Adult(s)	1	380.00	282.00	1044.00	203.00	1909.00
PROMOTION DISCOUNT						0.00
Total						1909.00

Transfer Extend Onhold Booking Category Standard

English View Itinerary Pax ☒ Pay ☐ Chg ☐

Close BookMark Reset Edit **Cancel Res.**

1- To cancel a complete reservation, click on cancel reservation on booking information page

AirArabia

Cancel reservation

Make Reservation Find Reservation Tools Reports Holidays System **G9** AccelAero

Confirm Update - Mozilla Firefox
https://g914.isaaviations.com/xbe/private/showNewFile!loadConfirmUpdate.action?confirmUpdateMode=RESCANCEL

Confirm Update

Segment Summary			Override Charges - per PAX/Segment
	Update OND Charges	New OND Charges	
FARE	380.00	0.00	Adult CNX Charges : 427.20 Override Apply
TAX + SUR	1286.00	0.00	
CNX Charges	0.00	427.20	
MOD Charges	0.00	0.00	
Adjustments	0.00	0.00	
Total Charges	1666.00	427.20	
Total Discounts	0.00	0.00	
Non Refundable Amount	40.00	0.00	
Refundable Amount	1626.00		
Credit	1198.80	Due 0.00	

2- This is the amount after deduction of penalties which will remain in the PNR for 1 year from date of issue this amount can be transferred to the new on hold booking of the same pax name.

Pax Summary

Pax Name	Total Charges Current	Total Charges New	Total Payments Current	Total C/F New	Balance
Mr Test Test	1666.00	467.20	1909.00	1626.00	-1198.80

User Notes

3- Once passenger OK then click confirm

Confirm Reset Close

AirArabia

Name change

Make Reservation Find Reservation Tools Reports Holidays System **G9** **AccelAero** Agents Available Credit : AED 0.00

Search Reservation

Search

Exact match ☒ Search By ☒ PNR ☐ Ticket Number ☐ GDS Record Locator

PNR First Name Last Name Search Options

[Advance Search](#)

1- Click find reservation

2- Enter PNR

3- Click search

Dashboard

Reset Close

AirArabia

Name change

[Make Reservation](#) [Find Reservation](#) [Tools](#) [Reports](#) [Holidays](#) [System](#)

G9 **AccelAero**

Search Reservation Agents Available Credit : AED 0.00

Search
Exact match ☒ Search By ☒ PNR ☐ Ticket Number ☐ GDS Record Locator
PNR First Name Last Name Search Options
[Advance Search](#)

Search Results

	PNR	Name	PNR Status	Flight No	Dept. Date	Arrival Date	Segment	Pax	COS	Status
1	60656838	Test, Test	CNF	G9466 G9	14/12/2019 18:20	14/12/2019 20:40	DEL/SHJ	1/0/0	Basic	CNF

4- Click on the booking details

AirArabia

Name change

Booking Information

Contact Details

Payments

History

Ancillary

Agents Available Credit : AED 0.00

Flight Details

CNF

PNR 60656838

MakeMyTrip India Pvt Ltd DEL (ABY)

DEL/SHJ	G9466	G9	Sat 14/12/2019	DEP	18:20	ARR	20:40	NORMAL	Basic	CNF
---------	-------	----	----------------	-----	-------	-----	-------	--------	-------	-----

New PNR

Modify Reservation

Create Alert

Clear All Alerts

Passenger Information

	Typ	Title *	First Name *	Last Name *	Nationality *	Date of Birth	Air Rewards ID	Tot Chg	Tot Pax	Bal	ACC	E-TCK		
1	AD	Mr.	Test	Test	India			450.00	450.00	0.00	ACC	E-TCK	☐	

Reverse No-Show tax

Name Change

Charge Adjustment

Group Refund

Add Infant

Remove Pax

Split

5- Click name change

User Notes :

Add User Note

View Notes

Ticket Price	No. of Pax	Fare	Tax	Sur	Other	Total
Adult(s)	1	134.28	55.72	260.00	0.00	450.00
PROMOTION DISCOUNT						0.00
Total						450.00

Transfer

Extend Onhold

Booking Category

Standard

English

View Itinerary

Email Itinerary

Pax☒Pay☐Chg☐

View Invoice

Close

BookMark

Reset

Edit

Cancel Res.

Name change

Make Reservation Find Reservation Tools Reports Holidays System **G9** AccelAero

Booking Information Contact Details Payments History Ancillary Agents Available Credit : AED 0.00

Flight Details **CNF** PNR **60656838** MakeMyTrip India Pvt Ltd DEL (ABY)

DEL/SHJ	G9466	G9	Sat 14/12/2019	DEP	18:20	ARR	20:40	NORMAL	Basic	CNF
---------	-------	-----------	----------------	-----	-------	-----	-------	--------	-------	------------

New PNR Modify Reservation Create Alert Clear All Alerts

Passenger Information

Adult(s)

	Type	Title *	First Name *	Last Name *	Nationality *	Air Rewards ID
1	AD	Mr. ▾	Test	Test	India	

6- Enter new name

Infant(s)

	Type	First Name *	Last Name *
--	------	--------------	-------------

7- Click confirm

Confirm Reset Close

PROMOTION DISCOUNT 0.00

Total 450.00

Transfer Extend Onhold Booking Category Standard

English View Itinerary Email Itinerary Pax ☒ Pay ☐ Chg ☐ View Invoice Close BookMark Reset Edit Cancel Res.

AirArabia

Name change

Make Reservation Find Reservation Tools Reports Holidays System **G9** **AccelAero** Agents Available Credit : AED 0.00

Search Flights Ancillary Price Quote **Payments**

Segment Summary

	Current OND Charges	New OND Charges
FARE	134.28	134.28
TAX + SUR	315.72	506.00
CNX Charges	0.00	0.00
MOD Charges	0.00	0.00
Penalties	0.00	0.00
Adjustments	0.00	0.00
Total Charges	450.00	640.28
Total Discounts	0.00	0.00
Non Refundable Amount	19.72	0.00
Credit	0.00	Due 210.00

Pax Summary

Pax Name	Total Charges Current	Total Charges New	Total Payments Current	Total C/F New	Balance
Mr Air arabia Test	450.00	660.00	450.00	430.28	210.00

User Notes

8- Click on confirm if passenger agreed on the due amount to be paid

Confirm Reset Cancel

AirArabia

Name change

Make ReservationFind ReservationToolsReportsHolidaysSystem

G9AccelAero

Search FlightsAncillaryPrice QuotePaymentsAgents Available Credit : AED 0.00

Payment Details

PNR 60656838

Total Fare	134.28	Ticket Price	660.00
Total Taxes/Charges	525.72	Paid	-450.00
CNX/MOD Charge	0.00	Fare Discount	-0.00
Handling Charge	0.00		
Balance to Pay	210.00		

Passenger Payment Details

☒ Select/Un Select All Passengers

Select	Passenger Name	Total	Paid	To Pay	Used Credit	Credit	Remove
☒	Mr Air arabia Test	660.00	-450.00	210.00	0.00	Credit	Remove

Balance to pay for the remaining passengers0 AEDAmount paid for the selected passengers : 210.00AED

Payment Option

☐ Credit Card

☒ On Account

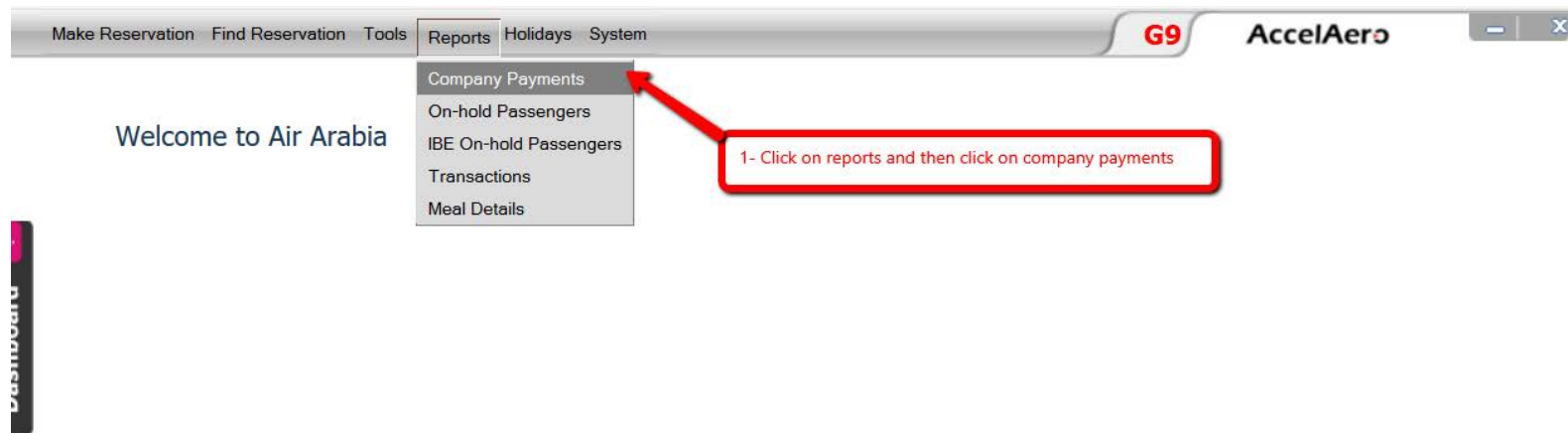
Total210.00 AED

9- Click on pay & Confirm

Force ConfirmPay & ConfirmResetCancel

AirArabia

Sales report



New Direct Flights From Sharjah

✈ Kuala Lumpur

Daily

From 1st Jul 2019

✈ Tunis

Tue, Thu, Sat

From 4th Jul 2019

✈ Bishkek

Tue, Thu, Sat, Sun

From 4th Jul 2019

AirArabia

AirArabia

Sales report

The screenshot shows the 'Company Payment Report' window in the AccelAero system. The interface includes a menu bar at the top with options like 'Make Reservation', 'Find Reservation', 'Tools', 'Reports', 'Holidays', and 'System'. The main title is 'Company Payment Report' with a note that fields with an asterisk are mandatory. Below this, the 'Company Payments' section contains a 'Date Range' field with 'From' and 'To' dates set to 06/08/2019, a 'Mode of Payment' section with 'All Payment Modes' and 'Selected Payment Modes' lists, and a 'Payment Source' dropdown set to 'Reservation System'. At the bottom, there are checkboxes for 'Sales' and 'Refunds', a 'Print Additional Information' checkbox, and an 'Output Option' section with radio buttons for 'HTML', 'PDF', 'EXCEL', 'CSV', 'US Format', and 'EURO Format'. A 'Close' button is at the bottom left, and a 'View' button is at the bottom right. Five red callout boxes with arrows provide instructions: 2- Enter the date you want the report (pointing to the 'To' date field), 3- Click double arrow to move all the modes of payment (pointing to the double arrow button between the payment mode lists), 4- Select output option as HTML to allow you get all report details (pointing to the 'HTML' radio button), and 5- Now click view (pointing to the 'View' button).

Make Reservation Find Reservation Tools Reports Holidays System G9 AccelAero

Company Payment Report

Field(s) highlighted with * are mandatory

Company Payments

Date Range

From : 06/08/2019 * To : 06/08/2019 * In Local

Mode of Payment

All Payment Modes

Selected Payment Modes

- BSP_PAYMENT
- CARD_PAYMENT_AMEX
- CARD_PAYMENT_DINERS
- CARD_PAYMENT_GENERIC
- CARD_PAYMENT_MASTER
- CARD_PAYMENT_PAYPAL
- CARD_PAYMENT_VISA
- CARD_PAYMENT_VISA

☒ Sales ☒ Refunds

Payment Source: Reservation System

☐ Print Additional Information

Output Option

☒ HTML ☐ PDF ☐ EXCEL ☐ CSV

☒ US Format ☐ EURO Format

Close View

2- Enter the date you want the report

3- Click double arrow to move all the modes of payment

4- Select output option as HTML to allow you get all report details

5- Now click view

Sales report



COMPANY PAYMENTS

Summary Report

From Date 01/08/2019
To Date 03/08/2019
Entity Reservation

Report ID UC REPM 02
Print Date 06/08/2019
Print Time 13:34:11 ZULU

Agent/GSA Code	Agent/GSA Name	Agent IATA	Account Code	Payment Amount	Refund Amount	Net Amount	To Detail
ABYGSA119	Air Arabia Sales Shop Hail	12345760	AR-5479	31,363.90	0.00	31,363.90	Detail

6- Click on details to get an excel sheet with all data

Grand Total

31,363.90

0.00

31,363.90

Sales report



COMPANY PAYMENTS

Summary Report

From Date 01/08/2019
To Date 03/08/2019
Entity Reservation

Report ID UC REPM 02
Print Date 06/08/2019
Print Time 13:34:11 ZULU

Agent/GSA Code	Agent/GSA Name	Agent IATA	Account Code	Payment Amount	Refund Amount	Net Amount	To Detail
ABYGSA119	Air Arabia Sales Shop Hail	12345760	AR-5479	31,363.90	0.00	31,363.90	Detail

Grand Total 31,363.90 0.00 31,363.90

Air Arabia Reservation System

Pane 1

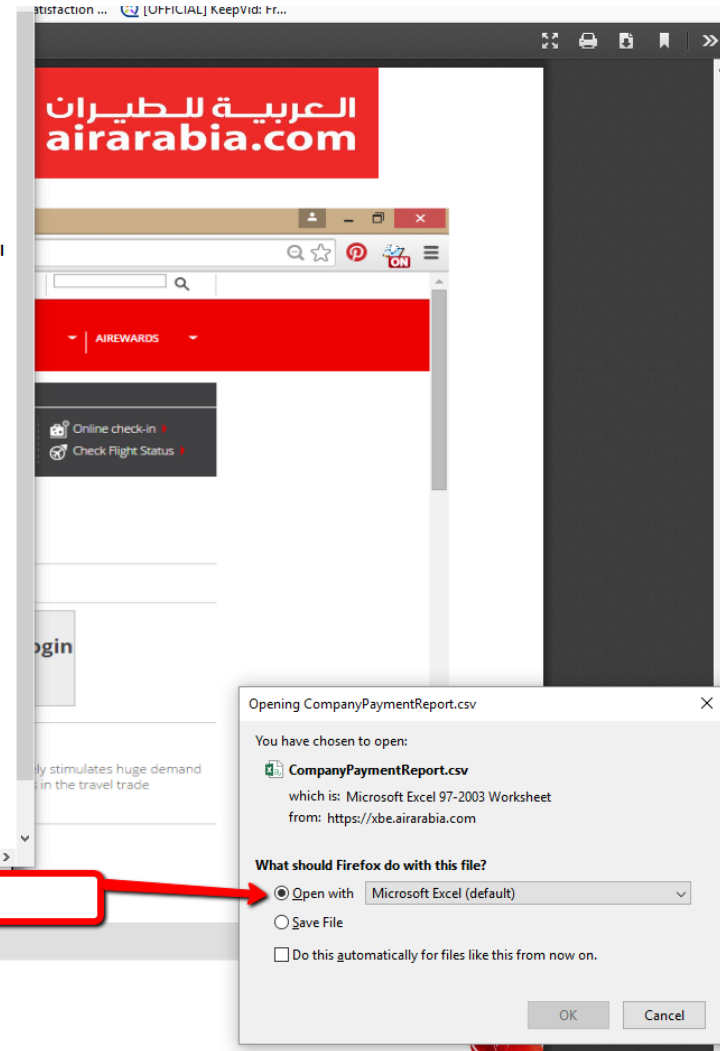
Title * Your name *

- Select -

7- An Excel sheet will be auto download

CompanyPaymentRe....csv

logo_airarabia.jpg



AirArabia

Thank you



AirArabia
العربية للطيران