

Steps to book EMD services and issue EMDs

1. EMD-A & Paid Seat

PNR Display

SKWOWG

1.1JOHNSON/AVA MS 2.1LOPEZ/NOAH MR
1 H2 163Y 25JUN T SCLCCP HK2 1215P 125P /DCH2***RSRFOK** /E
TKT/TIME LIMIT
1.T-19JUN-QE11*H7¤
PHONES
1.BUE9812345775
PASSENGER EMAIL DATA EXISTS *PE TO DISPLAY ALL
CUSTOMER NUMBER - 555555
INVOICED
ADDRESS
K222222
GENERAL FACTS
1.SSR FOID H2 HK1/FFH29797
2.SSR FOID H2 HK1/FFH268688
REMARKS
1.¥TEST EMD
ACCOUNTING DATA
1. H2¥6688196313/1879.71/ARS 187971.00/ 120083.00/ONE/CA 1
.1JOHNSON AVA MS/1/F/E
2. H2¥6688196314/1879.71/ARS 187971.00/ 120083.00/ONE/CA 2
.1LOPEZ NOAH MR/1/F/E
RECEIVED FROM - P
QE11.HDQ*H7¤ 2035/19JUN24 SKWOWG H

Steps to book Ancillary Services from Shopping Cart

➤ Display Shopping Cart

Click here.

WPRQ<				
PRICE QUOTE RECORD RETAINED				
25JUN DEPARTURE DATE-----LAST DAY TO PURCHASE 20JUN/10:35				
	BASE FARE	EQUIV AMOUNT	TAXES/FEES/CHARGES	
2-	CLP188990	ARS187971.00	ARS120083.00XT	ARS300054.00ADT
XT	7300.40CL	56391.30Q1	56391.3005	
	377980	375942.00	240166.00	
				TOTAL: ARS616108.00
ADT-2 YZERO				
SCL H2 CCP188990CLP188990END				
RATE USED 1CLP-0.99460626ARS				
VALIDATING CARRIER - H2				

➤ Click on AIR EXTRAS

ADULT

YZERO

REFUND : SEE RULES EXCHANGE : SEE RULES EXCHANGE BEFORE : 25860.00 ARS EXCHANGE AFTER : SEE RULES REFUND BEFORE : SEE RULES REFUND AFTER : SEE RULES MIN STAY : SEE RULES MAX STAY : SEE RULES
LAST DAY TO BOOK : SEE RULES

NOTES RATE USED 1CLP-0.99460626ARS
VALIDATING CARRIER - SKY AIRLINE

TAXES/FEES/CHARGES & FARE CALC VIEW ALL	BAGGAGE DISCLOSURES & EMBARGO INFORMATION VIEW ALL	SEAT MAP SEAT MAP	AIR EXTRAS ✈️ 🛫 ⭐	BRANDED FARES BRAND OPTIONS AVAILABLE	EST EMISSIONS NO DATA
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RE-PRICING OPTIONS

DISPLAY PNR

➤ Ancillary service selected for the 1st PAX

Air Extras

SCL-CCP: H2 0163

Baggage

Seat Assignment

Travel Services

Baggage

☒ ADT-1ra Maleta Is

☐ ADT-Inst Musical En Bodega Is

☐ ADT-Inst Musical En Bodega Mmb

1

ARS

24024.00

1

ARS

0.00

1

ARS

0.00

Passenger(s)	Type	Qty	Price ARS
1.1 JOHNSON / AVA MS	ADT	1	24024.00
2.1 LOPEZ / NOAH MR	ADT	0	0.00

Air Extras Total: ARS 24024.00

CLOSE

SAVE

➤ Ancillary service selected for the 2nd PAX, clicked on 'Save' and then Close

Air Extras

SCL-CCP: H2 0163

Baggage

Seat Assignment

Travel Services

Travel Services

☒ ADT-Equipaje De Mano Is

1

ARS

21252.00

Passenger(s)	Type	Qty	Price ARS
1.1 JOHNSON / AVA MS	ADT	1	24024.00
2.1 LOPEZ / NOAH MR	ADT	1	21252.00

Air Extras Total: ARS 45276.00

CLOSE

SAVE

Steps to record the above transactions in the PNR

(Hit Enter Key after each entry)

- 6P
- ER
- IR

Step to display booked Ancillary Services

***AE** (Hit Enter Key)

ANCILLARY SERVICES

1.1RA MALETA IS

1.1 JOHNSON/AVA MS

STATUS - HD1/PAYMENT REQUIRED
AMOUNT - 15015.00ARS 4504.5005A 4504.50Q1A
TOTAL - 24024.00ARS
FLIGHT - H20163Y25JUNSLCCP
DOC/CF -

CPN -

2.EQUIPAJE DE MANO IS

2.1 LOPEZ/NOAH MR

STATUS - HD1/PAYMENT REQUIRED
AMOUNT - 13282.40ARS 3984.8005A 3984.80Q1A
TOTAL - 21252.00ARS
FLIGHT - H20163Y25JUNSLCCP
DOC/CF -

CPN -

Steps to issue EMD

(Hit Enter Key after each entry)

- To issue EMD with FOP Cash

W#EMD***AE1**YFCA#AH2 (AE1 – 1 denotes Ancillary Service number 1 from *AE)
OK 24024.00
AIR EXTRAS FULFILLED
OK 6.6

- To issue EMD with FOP Credit Card

W#EMD***AE2**#AH2#F*AX371010374072700/1224*Z12345
OK 21252.00 12345
AIR EXTRAS FULFILLED
OK 6.6

Steps to record the above transactions in the PNR

(Hit Enter Key after each entry)

- 6P
- ER
- IR

Step to display issued EMDs
(Hit Enter Key after each entry)

***T**

TKT/TIME LIMIT

- 1.T-19JUN-QE11*H7¤
- 2.TE 6056688196313-AT JOHNS/A QE11*H7¤ 2238/19JUN*I
- 3.TE 6056688196314-AT LOPEZ/N QE11*H7¤ 2238/19JUN*I
- 4.ME 6051809285069-AT JOHNS/A QE11*H7¤ 2306/19JUN*A
- 5.ME 6051809285070-AT LOPEZ/N QE11*H7¤ 2307/19JUN A

WEMD*4«

ELECTRONIC MISCELLANEOUS DOCUMENT RECORD

INV: CUST: PNR:SKWOWG
EMD:6051809285069 ISSUED:19JUN24 PCC:QE11 IATA:55915145
NAME:JOHNSON/AVA MS FF:
NAME REF: TOUR ID:
FOP: CASH
RFIC:C/BAGGAGE
CPN A/L BRDOFF DATE QTY AIR EXTRA STAT
1 H2 SCLCCP N/A 1 BAGGAGE OPEN
CPN SERVICE DETAIL
1 1RA MALETA IS
BASE AMT:USD16.20 EMD TTL:ARS24024.00
TAX AMT:ARS9009.00 EQUIV AMT:ARS15015.00
SCL H2 CCP15015.00ARS15015.00END
ENDORSEMENTS/RESTRICTIONS:CUIT30711434573VALID FOR EXCHANGE ONLY
SETTLEMENT AUTHORIZATION:
EMD TYPE:ASSOCIATED
ASSOCIATED ELECTRONIC TICKET NUM:6056688196313
CPN ASSOCIATION
ET CPN - EMD CPN
1 1

WEMD*5«

ELECTRONIC MISCELLANEOUS DOCUMENT RECORD

INV: CUST: PNR:SKWOWG
EMD:6051809285070 ISSUED:19JUN24 PCC:QE11 IATA:55915145
NAME:LOPEZ/NOAH MR FF:
NAME REF: TOUR ID:
FOP: AXXXXXXXXXXXX2700*XXXX/12345 M
RFIC:C/BAGGAGE
CPN A/L BRDOFF DATE QTY AIR EXTRA STAT
1 H2 SCLCCP N/A 1 BAGGAGE OPEN
CPN SERVICE DETAIL
1 EQUIPAJE DE MANO IS
BASE AMT:USD14.40 EMD TTL:ARS21252.00
TAX AMT:ARS7969.60 EQUIV AMT:ARS13282.40
SCL H2 CCP13282.40ARS13282.40END
ENDORSEMENTS/RESTRICTIONS:CUIT30711434573VALID FOR EXCHANGE ONLY
SETTLEMENT AUTHORIZATION:
EMD TYPE:ASSOCIATED
ASSOCIATED ELECTRONIC TICKET NUM:6056688196314
CPN ASSOCIATION
ET CPN - EMD CPN
1 1

Once EMDs are issued, AE status changed to HI1/FULFILLED

*AE (Hit Enter Key)
ANCILLARY SERVICES

1.1RA MALETA IS	1.1 JOHNSON/AVA MS
STATUS - HI1/FULFILLED	
AMOUNT - 15015.00ARS	4504.5005A 4504.50Q1A
TOTAL - 24024.00ARS	
FLIGHT - H20163Y25JUNSLCCP	
DOC/CF - 6051809285069	CPN - 01
2.EQUIPAJE DE MANO IS	2.1 LOPEZ/NOAH MR
STATUS - HI1/FULFILLED	
AMOUNT - 13282.40ARS	3984.8005A 3984.80Q1A
TOTAL - 21252.00ARS	
FLIGHT - H20163Y25JUNSLCCP	
DOC/CF - 6051809285070	CPN - 01

To assign a Paid Seat, click on Seat-map to display the Seat-map

ADULT

YZERO

REFUND : SEE RULES EXCHANGE : SEE RULES EXCHANGE BEFORE : 25860.00 ARS EXCHANGE AFTER : SEE RULES REFUND BEFORE : SEE RULES REFUND AFTER : SEE RULES MIN STAY : SEE RULES MAX STAY : SEE RULES LAST DAY TO BOOK : SEE RULES

NOTES RATE USED 1CLP-0.99460626ARS
VALIDATING CARRIER - SKY AIRLINE

TAXES/FEES/CHARGES & FARE
CALC
VIEW ALL

BAGGAGE DISCLOSURES &
EMBARGO INFORMATION
VIEW ALL

SEAT MAP
SEAT MAP

AIR EXTRAS
VIEW ALL

BRANDED FARES
BRAND OPTIONS
AVAILABLE

EST EMISSIONS
NO DATA

RE-PRICING OPTIONS

DISPLAY PNR

Seat-map will be displayed as shown below. Select the seats for each PAX then click on Save & Close.

Seat Map

Please check the following warnings across the flight segments.
Payment required or seat is subject to cancellation by carrier

SCL-CCP: H2 163

Sky Airline 163

SCL - Santiago → CCP - Concepcion

Date: 25 JUN 2024

Duration: 1:10

Equipment type: Airbus A321neo Jet

PRICE PER SEAT-ARS 7392.00-ARS 14784.00

Seat Legend

Passenger(s)

Unavailable

Preferred Paid

Blocked

Available

Paid

Exit

Main deck
Economy

	A	B	C	D	E	F
1	+	+	+	+	+	+
2	+	+	+	+	+	+
3	+	+	+	+	+	+
4	+	+	+	+	+	+
5	1	2	+	+	+	+
6	+	+	+	+	+	+
7	+	+	+	+	+	+
8	+	+	+	+	+	+
9	+	+	+	+	+	+
10	+	+	+	+	+	+

Passenger(s)

Seat

1. JOHNSON/AVA MS

SA

ARS 10164.00

2. LOPEZ/NOAH MR

SC

ARS 10164.00

Total: ARS 20328.00

CLOSE

SAVE

Steps to record the above transactions in the PNR

(Hit Enter Key after each entry)

- 6P
- ER
- IR

Step to display booked Ancillary Services

***AE**<< (Hit Enter Key)

ANCILLARY SERVICES

1.1RA MALETA IS 1.1 JOHNSON/AVA MS

STATUS - HI1/FULFILLED

AMOUNT - 15015.00ARS 4504.50O5A 4504.50Q1A

TOTAL - 24024.00ARS

FLIGHT - H20163Y25JUNSLCCP

DOC/CF - 6051809285069

CPN - 01

2.EQUIPAJE DE MANO IS

2.1 LOPEZ/NOAH MR

STATUS - HI1/FULFILLED

AMOUNT - 13282.40ARS 3984.80O5A 3984.80Q1A

TOTAL - 21252.00ARS

FLIGHT - H20163Y25JUNSLCCP

DOC/CF - 6051809285070

CPN - 01

3.SALIDA RAPIDA

1.1 JOHNSON/AVA MS

STATUS - HD1/PAYMENT REQUIRED

AMOUNT - 6352.40ARS 1905.80O5A 1905.80Q1A

TOTAL - 10164.00ARS

FLIGHT - H20163Y25JUNSLCCP

DOC/CF -

CPN -

¥

4.SALIDA RAPIDA

2.1 LOPEZ/NOAH MR

¥

STATUS - HD1/PAYMENT REQUIRED

AMOUNT - 6352.40ARS 1905.80O5A 1905.80Q1A

TOTAL - 10164.00ARS

FLIGHT - H20163Y25JUNSLCCP

DOC/CF -

CPN -

Note: Please follow the same steps as given above for Baggage service to issue EMD for Paid Seats as well.

2. EMD-S Service

AE needs to be generated for EMD-S service through Mask.

Group PNR display

QMOTVK

1.C/10-09SABRE/BUE 2.1SMITH/RICKY

1 H2 162S 09JUN S CCPSCL KK10 912A 1020A /DCH2***STPIFM** /E
TKT/TIME LIMIT

1.TAW/

PHONES

1.MKE9812345775
 PASSENGER EMAIL DATA EXISTS *PE TO DISPLAY ALL
 CUSTOMER NUMBER - 5555555555
 ADDRESS
 K222222
 GENERAL FACTS
 1.SSR GRPF YY GRPF
 REMARKS
 1.+TEST EMD
 2./TEST EMD
 RECEIVED FROM - P
 WD40.HDQ*H7 0003/03MAY24 QMOTVK H

Entry to create a mask (All the details need to be added manually)

(Hit Enter Key after each entry)

AE#EMD2#N2.1< (N2.1 is the PAX number from the PNR)
 EMD - AE FILL IN INFORMATION - PRESS ENTER WHEN COMPLETE
 PASSENGER NAME SMITH/RICKY
 AIRLINE CODE <H2> SVC CITIES <CCP><SCL>SVC DATE <09JUN>
 REASON FOR ISSUANCE CODE<D> REASON FOR ISSUANCE SUBCODE<997>
 TYPE OF SERVICE <DEPOSITO DE GRUPOS > D/I <D>
 PRESENT TO <H2 >
 AT <CCP >
 BASE AMT <2460.00 > CURRENCY<USD> EQUIV AMT < >
AIR EXTRA ITEM CREATED

Steps to record the above transactions in the PNR

(Hit Enter Key after each entry)

- 6P
- ER
- IR

Step to display booked Ancillary Services

***AE**< (Hit Enter Key)

ANCILLARY SERVICES

1.DEPOSITO DE GRUPOS

STATUS - HD1/PAYMENT REQUIRED
 AMOUNT - 2460.00USD
 TOTAL - 2460.00USD
 DOC/CF -

2.1 SMITH/RICKY

CPN -

Note: Please follow the same steps as given above for Baggage service to issue EMD for EMD-S service as well.