



DOCUMENT PRODUCTION

Subscriber Training Bulletin

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Training Support - Mainframe

Document Production

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Overview

Introduction Worldspan Documents are processed using a primary function identifier (EZ).

Document This document includes information about the following:

- EZ formats
- Document identifiers for EZ entries
- Document Instructions (4-DI) now applying to both ticketing and itinerary/invoice options
- Duplicate itinerary/invoice production to same printer
- Hotel and car itinerary/invoice segments
- Ability to select and store AUXILIARY segments
- Daily Document Log (DDL)

Account Action As you read through this bulletin, be aware that changes may be necessary in the following areas.

- Text Menus
- Ready Keys
- Worldspan World Files[®]
- PC LAN Scripts
- Document Instructions (4-DI)
- Worldspan Commercial World[®]/ Worldspan World Dial Link[®] Function Keys

Additional Information References are made at the end of each section indicating where additional information can be found in the Worldspan system.

EZ Document Production

Introduction

A single entry “EZ” is used to produce multiple documents such as ticket, itinerary/invoice, interface message, and boarding pass when these document identifiers are stored in your A.I.R. table. With the A.I.R. table defaults set to accommodate the majority of your business, EZ override entries can be use to produce unique document combinations.

A.I.R. Table

There are seven valid EZ document identifiers that may be stored in the A.I.R. Table:

- **T** - Paper Ticket
- **L** - Itinerary/Invoice
- **I** - Accounting Interface Message
- **E** - Electronic Ticket
- **P** - Pocket Itinerary
- **D** - Divider Card*
- **N** - Itinerary

* Note: Divider Card capability is available for ATB printers.

Documents

- All documents are generated with the command EZ.
 - Document combinations can be selected with an override EZ entry or stored as a default in the A.I.R. Table.
 - If no document types are stored in the A.I.R. Table, an EZ entry returns an error requesting document types.
-

Displaying EZ Options

To view the options currently stored in your A.I.R. Table, enter: **4G**

Document Combinations

Page 3 has a table listing all available document combinations in the Worldspan system. Page 4 lists which entries update the DDL, DDP, and DDS files. Refer to both tables as you read through this document.

Continued on next page

EZ Document Production, Continued

Additional Information

For more detailed information on EZ Document Production see:

- **HELP EZ**
- **INFO EZG**

The eight **document identifiers** are listed below.

T = Ticket (paper)	L = Itinerary/Invoice	I = Interface	D = Divider	B = Boarding Pass
E = Electronic Ticket	N = Itinerary P = Pocket Itinerary C = Credit Memo			

All of the above identifiers except C (Credit Memo) and B (Boarding Pass) can be stored in the A.I.R. Table as the default documents to be produced from an EZ entry.

The following table lists document combinations allowed.

Entry	Documents Produced
EZ	All documents stored in A.I.R. Table Electronic ticket, eligible segments
EZT	Paper Ticket
EZE	Electronic Ticket
EZTL	Ticket, Itinerary/Invoice
EZEL	Electronic Ticket, Itinerary/Invoice
EZTI	Ticket, Interface
EZTP	Ticket, Pocket
EZTD	Ticket, Divider Card
EZTN	Ticket, Itinerary
EZTDN	Ticket, Divider Card, Itinerary
EZTIP	Ticket, Interface, Pocket
EZTID	Ticket, Interface, Divider Card
EZTIN	Ticket, Interface, Itinerary
EZTIPD	Ticket, Interface, Pocket, Divider Card
EZTIPN	Ticket, Interface, Pocket, Itinerary

Entry	Documents Produced
EZP	Pocket
EZPD	Pocket, Divider Card
EZPN	Pocket, Itinerary
EZPDN	Pocket, Divider Card, Itinerary
EZLL	Two Itinerary/Invoices
EZLI	Itinerary/Invoice, Interface
EZLP	Itinerary/Invoice, Pocket
EZLD	Itinerary/Invoice, Divider Card
EZLN	Itinerary/Invoice, Itinerary
EZLIP	Itinerary/Invoice, Interface, Pocket
EZLID	Itinerary/Invoice, Interface, Divider Card
EZLIN	Itinerary/Invoice, Interface, Itinerary
EZLIPD	Itinerary/Invoice, Interface, Pocket, Divider Card
EZLIPN	Itinerary/Invoice, Interface, Pocket, Itinerary
EZLIPDN	Itinerary/Invoice, Interface, Pocket, Divider Card, Itinerary

Continued on next page

EZ Document Production, Continued

EZTIPDN	Ticket, Interface, Pocket, Itinerary, Divider
EZTPD	Ticket, Pocket, Divider Card
EZTPN	Ticket, Pocket, Itinerary
EZTPDN	Ticket, Pocket, Divider Card, Itinerary
EZTLI	Ticket, Itinerary/Invoice, Interface
EZTLP	Ticket, Itinerary/Invoice, Pocket
EZTLD	Ticket, Itinerary/Invoice, Divider Card
EZTLN	Ticket, Itinerary/Invoice, Itinerary
EZTLPD	Ticket, Itinerary/Invoice/Pocket, Divider Card
EZTLIP	Ticket, Itinerary/Invoice, Interface, Pocket
EZTLID	Ticket, Itinerary/Invoice, Interface, Divider
EZTLIN	Ticket, Itinerary/Invoice, Interface, Itinerary

EZLIPDN	Itinerary/Invoice, Interface, Pocket, Divider Card, Itinerary
EZI	Interface
EZTLIPD	Ticket, Itinerary/Invoice, Interface, Pocket, Divider Card
EZTLIPN	Ticket, Itinerary/Invoice, Interface, Pocket, Itinerary
EZTLIPDN	Ticket, Itinerary/Invoice, Interface, Pocket, Divider Card, Itinerary
EZIP	Interface, Pocket
EZID	Interface, Divider Card
EZIN	Interface, Itinerary
EZIPD	Interface, Pocket, Divider Card
EZIPN	Interface, Pocket, Itinerary
EZIPDN	Interface, Pocket, Divider Card, Itinerary
EZNN	Two Itineraries

The entries listed below are not combinable with other document types.

Entry	Documents Produced
EZB	Boarding Pass

Entry	Documents Produced
EZC	Credit Memo

Ticketing

Ticketing Changes All ticket requests must be generated with the EZ function identifier.

EZ Entries Frequently used EZ entries.

EZT
EZ≠K10
EZ≠\$CA
EZ≠*R
EZ≠@B100.00/X10.00/T110.00
EZ≠S1/2

For a list of all ticketing options see:

- **HELP EZTOPT**
- **INFO EZOPT**

Continued on next page

Ticketing, Continued

Burst Ticketing The following table lists the Burst EZ entries.

Entry	Result
Q/9*C0*D1*EZALL	Burst all PNRs from Q9, Category 0, Date Range 1
Q/9*C0*D2*EZALL	Burst all PNRs from Q9, Category 0, Date Range 2
Q/9*C0*D1*EZ15	Burst 15 PNRs from Q9, Category 0, Date Range 1
Q/9*C0*D2*EZ30	Burst 30 PNRs from Q9, Category 0, Date Range 2

Note: Burst EZ allows all document combinations that are done in conjunction with ticketing.

**Additional
Information**

For more detailed information on Burst EZ see:

- **HELP BURST**
 - **INFO BURST**
-

Ticket Stock Types Commercial Stock (D1) or another approved stock type must be used for EZ documents.

For a list of approved ticket stock types see:

- **HELP STOCK TYPES**
-

Continued on next page

Ticketing, Continued

4-DI Field

Ticketing options can be stored in the Document Instructions field. For example if name select is stored in a 4-DI field, both the ticket and itinerary/invoice are included in this instruction.

The 4-DI information may be stored in a World File or entered directly into the PNR.

4-DI Processing

The table below shows examples of Document Instruction processing.

Entry	Result
4-DI≠N1.3	Ticket and itinerary/invoice for name field 1.3
4-DI≠K12≠ERNONREF	Shows commission and endorsement on ticket
4-DI≠\$*Z20212≠X\$	Prints approval code on ticket/suppresses credit card number on itinerary/invoice
4-DI≠CUA≠*IX	Prints validating carrier on ticket/suppresses invoice number on itinerary/invoice

Additional Information

For more detailed information on Document Instructions see:

- **HELP 4-DI**
 - **INFO 4-DI**
-

EZ Ticketing Information

For more detailed information on EZ ticketing and voiding see:

- **HELP EZ**
 - **HELP EZVOID**
 - **INFO EZ**
 - **INFO EZVOID**
-

Boarding Passes

Boarding Pass Processing

EZB generates boarding passes. Exception: For dedication boarding pass printers, 4AS is the entry.

EZ issued tickets always produce boarding passes unless the NB (no boarding pass) identifier is added to the drivestream or as a PNR remark

Boarding Pass Entries

The table below demonstrates current boarding pass entries.

Entry	Result
EZ	drives documents including boarding passes
EZ≠NB	drives documents except boarding passes
EZB	drives boarding passes only
EZB≠S1/2	drives boarding passes only, segments 1 and 2
EZB≠N1.1/2.1	drives boarding passes only, name fields 1.1 and 2.1
4AS1\$	drives boarding passes only, segment 1 (dedicated BP printers only)
5NB remark in PNR	no boarding passes issued when ticket generated, suppresses printing of seat data on ticket, itinerary, and interface

Note: Boarding Passes are issued with ticketing or EZI Interface transactions. All other combinations reference seat information if applicable, but do not produce boarding passes. See page 9 for information on EZI (interface message) entries.

Additional Information

For more detailed information on issuing Boarding Passes see:

- **HELP EZB**
 - **HELP EZBOPT**
 - **HELP 4A**
 - **INFO EZB**
 - **INFO EZBOPT**
 - **INFO 4A**
-

Interface Processing

Generating Interfaces

EZI generates an interface message from Worldspan to an accounting system.

EZI Entries

Frequently used EZI entries.

EZI
EZI≠K10
EZI≠*
EZI≠\$CA
EZI≠@B100.00/X10.00/T110.00
EZI≠S1/2

For a list of all EZI options see:

- **HELP EZIOPT**
 - **INFO EZIOPT**
-

Ticketing Field

The PNR ticketing field shows *I to indicate an interface message was generated.

T- 1.T/12NOV1953Z 1P/911/SP*012777777771 I100220 *I

:
:
:
Interface Indicator :

Continued on next page

Interface Processing, Continued

Manual Documents

A manual document number field is provided for updating accounting systems when a document has already been issued. The option identifiers can be used with EZI entries. These transactions are logged in the DDP unless no update is specified.

Document Identifiers

The document identifiers are as follows:

- 2T - 2 coupon ticket
 - MT - MCO/Tour Order document
 - NT - Non-industry document
 - 4T - 4 coupon ticket
 - PT - Prepaid Advise document
-

EZI Entries

The table below lists the EZI entries with document identifiers.

Entry	Result
EZI≠2T0061046222111	Reports 2 coupon hand ticket
EZI≠4T0061046222111	Reports 4 coupon hand ticket
EZI≠MT0151050333444≠@B	Reports MCO/Tour Order document
EZI≠PT0121094555666	Reports PTA document
EZI≠NT123456 (document number is optional)	Reports Non-industry documents
EZI≠NU	No update (valid with EZI transaction only)

Note: Manual input of fare information is required when processing MT (MCO/Tour Order) transactions.

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Interface Processing, Continued

EZLI Entries

When interface messages (I) and itinerary/invoice documents (L,N,P,D) are issued together without a ticket, the document identifier and ticket numbers are mandatory. The one exception is NT (non-industry document) which does not require a document number. The affected document combinations are listed below.

EZLI≠2T0061046222111	EZIN≠4T0061046222111
EZIP≠MT0151050333444≠@B	EZID≠PT0121094555666
EZLIN≠PT0121094555666	EZINP≠2T0061046222111
EZIPD≠2T0061046222111	EZLIP≠MT0151050333444≠@B
EZILP≠NT (numbers are optional)	EZLID≠PT0121094555666
EZIND≠4T0061046222111	EZLINP≠MT0151050333444≠@B
EZINPD≠2T0061046222111	EZLINPD≠4T0061046222111
EZLIND≠PT0121094555666	EZLDI≠NT123699 (5-16 numbers allowed for NT)

Note: Manual input of fare information is required when processing MT (MCO/Tour order) transactions.

Burst EZI

The following table lists the Burst EZI entries.

Entry	Result
Q/13*C0*D1*EZIALL	Burst all PNRs from Q13, Category 0, Date Range1
Q/13*C0*D1*EZI15	Burst 15 PNRs from Q13, Category 0, Date Range1
Q/13*C0*D2*EZIALL	Burst all PNRs from Q13, Category 0, Date Range2
Q/13*C0*D2*EZI15	Burst 15 PNRs from Q13, Category 0, Date Range2

Note: Burst EZI prints boarding passes.

Additional Information

For more detailed information on interface messages see:

- **HELP EZI**
- **HELP EZLI**
- **HELP BURST**
- **INFO EZI**
- **INFO BURST**

Itinerary/Invoice

Itinerary/Invoice Changes

All itinerary/invoice requests must be preceded with the EZ function identifier.

Document Types

There are 4 itinerary/invoice type documents:

- Itinerary/Invoice - (L)
 - Itinerary - (N)
 - Credit Memo - (C)
 - Pocket Itinerary - (P)
-

Processing

The four itinerary/invoice documents prints *all* active itinerary segments (air and auxiliary) unless segment selection is requested. The following EZ transactions print *all* active PNR segments:

EZLI≠MT - previously printed non-air only
EZLI≠NT - previously printed non-air only
EZLI≠PT - previously printed air only

Itinerary/Invoice

EZL is the entry for generating an itinerary/invoice. It can be combined with all other document type identifiers *except* B (boarding pass) and C (credit memo).

- title is ITINERARY INVOICE
 - both IR (invoice remarks) and RM (itinerary remarks) are printed
 - default closing statement is THANK YOU FOR YOUR BUSINESS
-

Continued on next page

Itinerary/Invoice, Continued

Credit Memo

EZC is the entry for generating a credit memo. It *cannot* be combined with any other document type identifier. A credit memo will look like an invoice with the following differences:

- title is CREDIT MEMO
 - only IR (invoice remarks) are printed
-

Itinerary

EZN is the entry for generating an itinerary. It can be combined with all other document type identifiers *except* B (boarding pass) and C (credit memo). An itinerary will look like an invoice with the following differences:

- title is ITINERARY
 - document number not assigned unless issued with invoice or *I option used
 - the amount due charges section do not appear on itinerary documents
 - only RM (itinerary remarks) are printed
 - default closing statement is HAVE A PLEASANT TRIP
-

EZ

The table below shows the EZ itinerary/invoice entries.

EZ Entry	Documents Produced
EZLN	itinerary/invoice and itinerary
EZN	itinerary
EZN≠S\$X	air only itinerary
EZL	combination itinerary/invoice
EZL≠SX	auxiliary service only invoice
EZL≠SX	air service only invoice
EZC≠S\$X	air service only credit memo

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Itinerary/Invoice, Continued

Duplicate Itinerary/Invoice

EZ allows duplicate itinerary or itinerary/invoice production to the same printer.

The table below demonstrates multiple production of itinerary/invoices.

Entry	Result
EZLL	two itinerary/invoices
EZNN	two itineraries
EZTLLNN	one ticket, two itinerary/invoices, two itineraries

Itinerary/ Invoice Options

EZL Identifier	Does This . . .
NB option	suppresses printing of seat data
SSI-	fare breakdown by surname
@ option	air fare override
2T/4T/MT/PT/NT	ticket number
*EE	even exchange
*IE	uneven exchange
@R	remark override
*I	pull log invoice number

Continued on next page

Itinerary/Invoice, Continued

Optional Identifier Entries The table below shows EZL and EZLI entries with the optional identifiers.

Entry	Result
EZL≠NB	seat data not printed on itinerary/invoice
EZL≠SSI-	separate invoices per surname
EZL≠@B100.00/X10.00/T110.00	airfare override
EZL≠\$*EE2T00112345678912*12	even exchange, 2 coupon ticket
EZL≠\$*IE4T01212345678901*A	uneven exchange, 4 coupon ticket
EZL≠@RPLEASE CALL AGAIN	itinerary/invoice remark override, no remark prints
EZP≠*I	print number from 4GI log on Pocket
EZL≠SX	suppress air segments on itinerary/invoice
EZLI≠@RENJOY YOUR CRUISE	itinerary/invoice, interface remark override, no remark prints

Pricing Type Options

EZ pricing type options can be used with itinerary/invoice and/or interface document type combinations.

- E - equivalent currency
- P - PTC override
- T - ticketing date override (within feasibility period only)
- Fxx - fare type selection override (xx=fare type code)

EZL/EZLI Pricing Options

The following table shows EZL entries combined with pricing type options:

Entry	Result
EZL≠ECAD/CA	prices in equivalent Canadian currency
EZLI≠PADT	prices with adult PTC
EZL≠T17SEP	prices with ticketing date of September 17th
EZL≠FNP	prices with no penalty type fare

For a list of all itinerary/invoice options see:

- | | |
|----------------------|----------------------|
| • HELP EZLOPT | • INFO EZLOPT |
| • HELP EZNOPT | • INFO EZNOPT |
| • HELP EZPOPT | • INFO EZPOPT |
| • HELP EZCOPT | • INFO EZCOPT |

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Itinerary/Invoice, Continued

Invoice Numbering

Invoice numbers are automatically pulled from the 4GI Log when an invoice or credit memo is produced. Itineraries (N), Pockets (P), or Divider Cards (D) do not pull an invoice number from the Log or have a number printed on them unless the *I option is used.

When Itineraries, Pockets, or Divider Cards are produced with an invoice, only one invoice number will be pulled from the log and printed on the supported documents being issued. If multiple invoice printers are associated to the CRT, the log from the first Invoice printer is used as the default.

When the *I option is used, the supplied document number prints on all supporting documents in the transactions.

*I Option

The *I option allows for three different variations:

- *Innnnnn - where nnnnnn is a manually supplied document number which prints on all corresponding documents for the transaction.
 - *I - pulls a document number from 4GI log and prints it on all corresponding documentation. This option is needed to print a document number on itinerary type documents when an invoice is not being issued.
 - *IX - no document number prints on itinerary/invoice, however, the PNR, Interface, and DDL are updated with six zeros as the document number. This option can not be used with EZI (interface message) entries.
-

*I Option Entries

The table below demonstrates the *I option in EZ entries.

Entry	Result
EZL≠*I191919	Document number 191919 prints on itinerary/invoice
EZN≠*I	Itinerary document number pulled from 4GI Log
EZ≠*IX	No document number prints on itinerary/invoice

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Itinerary/Invoice, Continued

Air Fare Edits

An invoice for air segments must have an air fare amount. An edit is made prior to document production and an error returned if a fare cannot be obtained from the PNR or pricing package. The one exception is when FNF (no fare) option is used.

Currency Edits

An edit is made to insure land based charges (LB) are in the same currency as ticket charges. If they are not, an error is returned.

Itinerary/Invoice through Fax

Itinerary/Invoice through Fax sends an EZL entry as the default document type.

Additional Information

For more detailed information on itinerary/invoices see:

- **HELP EZL**
 - **HELP EZN**
 - **HELP EZP**
 - **HELP EZC**
 - **INFO EZL**
 - **INFO EZN**
 - **INFO EZP**
 - **INFO EZC**
 - **INFO GQUAL**
-

Hotel and Car Itinerary/Invoice Segments

Hotel Itinerary/Invoice Segment

The itinerary/invoice layout prints all relevant client hotel data on both the full and pocket size itinerary/invoice. It is designed to save space and display information in a pleasing and friendly format.

The mandatory data that always prints on the itinerary/invoice in the header section includes:

- Hotel Chain name
 - Street Address
 - Phone Number
 - Room Description
 - Check In/Check Out Dates
 - Property Name
 - City, State, and Zip Code
 - Fax Number
 - Confirmation Number
 - Rate Amount
-

Additional Printed Fields

The following fields are printed within the header section of the hotel segment when present:

- Guarantee Information
 - Free Shuttle Information
 - Supplemental Information (prints if information is contained within @ symbols and property is not in Worldspan data base)
 - Cancellation Policy
 - Reserved For (the Reserved For or NM/- field only prints when no exact match is found for the name being printed on the itinerary/invoice with multiple names.)
-

Non-Printed Fields

Fields, pertaining to Travel Agent or Vendor use, do not print on the itinerary/invoice. They are:

- Commission
 - Written Confirmation
 - Room Type (/RD-is printed instead)
 - Rate Plan
 - Booking Source
-

Optional Fields

All other fields of the hotel segment are optional and print below the header fields.

Continued on next page

Hotel and Car Itinerary/Invoice Segments, Continued

Suppress Data Identifier

Optional identifier (*HX) allows suppression of any freeform or optional data field from printing on itinerary/invoices. Certain fields can be specified or all freeform and optional fields can be suppressed.

The table below lists the entries to suppress optional data.

Entry	Result
EZL≠*HX	Suppresses all optional and freeform data
EZ≠*HX/RL/EX	Suppresses Room Location and Extra Persons data
4-DI≠*HX/CD	Stores instruction to suppress Corporate ID data

Car Itinerary/Invoice Segment

The itinerary/invoice layout prints more car fields than currently done today on both the full and pocket size itinerary/invoice.

The mandatory data always prints on the itinerary/invoice in the header section includes:

- Car Company Name
 - Decoded Location
 - Phone Number
 - Quantity, Car Type/Make/Model
 - Confirmation Number
 - Decoded City
 - Pick Up or Title Field
 - Rate Plan and Category
 - Pick Up/Return Dates
-

Additional Printed Field

The following field prints within the header section of the car segment when present:

- Reserved for the NM field (On single-person PNRs, the name field only prints if different than the name field on the PNR; it prints on all multi-name PNRs for Worldspan AccessPlusSM and Source booked properties.)
-

Non-Printed Fields

Fields pertaining to Travel Agent or Vendor use do not print on the itinerary/invoice. They are:

- In-house Rate Code
 - ID number
 - Written Confirmation
-

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Hotel and Car Itinerary/Invoice Segments, Continued

Optional Fields

All other fields of the car segment are optional and print below the header fields.

Suppress Data Identifier

The optional identifier (*CX) allows suppression of any freeform or optional data field from printing on itinerary/invoices. Certain fields can be specified or all freeform and optional fields can be suppressed.

The table below lists the entries to suppress optional data.

Entry	Result
EZL≠*CX	Suppresses all optional and freeform data
EZ≠*CX/IT	Suppresses IT Tour number
4-DI≠*CX/CD	Stores instruction to suppress Corporate I.D. data

Additional Information

For more detailed information on hotel and car option identifiers see:

- **HELP HTLOPT**
 - **HELP CAROPT**
-

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Hotel and Car Itinerary/Invoice Segments, Continued

Example

An example of the layout with *all* optional fields printed is shown below driven by the following entry:

EZN≠ADONNA/WORLDSPAN≠RL≠BK≠TK-RENEE≠BV

			ITINERARY
			PAGE NO. 1
			PNR: 1P-YBD7CW
			TK-RENEE BK-VN/A7S
NAME : MORGAN/M			
DONNA	WORLDSPAN		27DEC9x
H FR	18FEB	WESTIN WESTIN CROWN CENTER ONE PERSHING RD KANSAS CITY MO 64108 PHONE-816 474 4400 RATE QUOTE-185.00 USD EXECUTIVE ROOM W/SPCL AMENITIES CONFO-ABC1234567890XYZ NUMBER OF PERSONS INCLUDED IN ROOM RATE-2 NBR-1234567890 I HAVE REQUESTED A POOLSIDE ROOM FOR YOU. THESE ROOMS ARE ASSIGNED AT CHECK-IN.	CHECK IN- 18FEB FRI/4P CHECK OUT-20FEB SUN/1P GUARANTEED TO CREDIT CARD-AX CANCEL BY 6PM ARRIVAL DAY FREE SHUTTLE SERVICE FREQUENT GUEST
C FR	18FEB	HERTZ KANSAS CITY INTL-TERMINAL KANSAS CITY MISSOURI PHONE-816-243-5765 CONFO-1234567890ABCDEFGHIJ RATE-STANDARD (GUARANTEED) USD 55.99 DAILY 1 INTERMEDIATE CAR/FORD TAURUS OR SIMILAR DROP OFF-ST LOUIS CORPORATE ID-123456789012345	PICK UP-18FEB FRI/8A RETURN-20FEB SUN/5P .35MILE/75 FREE MILES DROP CHARGE-DROP CHARGE MAY APPLY
HAVE A PLEASANT TRIP			

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Hotel and Car Itinerary/Invoice Segments, Continued

Example

An example of the layout with *suppressed* optional hotel and car data is shown below driven by the following entry.

EZN≠ADONNA/WORLDSpan≠RL≠BK≠TK-RENEE≠BV≠*HX≠*CX

			ITINERARY
			PAGE NO. 1
			PNR: 1P-YBD7CW
			TK-RENEE BK-VN/A7S
NAME : MORGAN/M			
DONNA		WORLDSpan	27DEC9x
H FR	18FEB	WESTIN WESTIN CROWN CENTER ONE PERSHING RD KANSAS CITY MO 64108 PHONE-816 474 4400 RATE QUOTE-185.00 USD EXECUTIVE ROOM W/SPCL AMENITIES CONFO-ABC1234567890XYZ	CHECK IN- 18FEB FRI/4P CHECK OUT-20FEB SUN/1P GUARANTEED TO CREDIT CARD-AX CANCEL BY 6PM ARRIVAL DAY FREE SHUTTLE SERVICE
C FR	18FEB	HERTZ KANSAS CITY INTL-TERMINAL KANSAS CITY MISSOURI PHONE-816-243-5765 CONFO-1234567890ABCDEFGHJI RATE-STANDARD (GUARANTEED) USD 55.99 DAILY 1 INTERMEDIATE CAR/FORD TAURUS OR SIMILAR	PICK UP-18FEB FRI/8A RETURN-20FEB SUN/5P .35MILE/75 FREE MILES
HAVE A PLEASANT TRIP			

Continued on next page

Hotel and Car Itinerary/Invoice Segments, Continued

Example

An example of the Pocket Itinerary layout with *all* optional fields printed is shown below driven by the following entry.

EZP≠RL≠BK≠TK-RENEE

		MORGAN/M		Page 1 of 1 27DEC9x PNR: 1P-YBD7CW TK-RENEE BK-VN/A7S
18FEB FRIDAY	HOTEL	WESTIN WESTIN CROWN CENTER ONE PERSHING RD KANSAS CITY MO 64108 EXECUTIVE ROOM W/SPCL AMENITIES NUMBER OF PERSONS INCLUDED IN ROOM RATE-2 I HAVE REQUESTED A POOLSIDE ROOM FOR YOU. THESE ROOMS ARE ASSIGNED AT CHECK IN.	PHONE: 816-474-4400 CHECK IN: 18FEB FRI/4P GUARANTEED-TO CREDIT CARD-AX	CONFO: ABC1234567890XYZ CHECK OUT: 20FEB SUN/1P RATE QUOTE: 185.00 USD CANCEL BY 6PM ARRIVAL DAY FREE SHUTTLE SERVICE FREQUENT GUEST NBR-1234567890
18FEB FRIDAY	CAR	HERTZ KANSAS CITY INTL-TERMINAL KANSAS CITY MISSOURI RATE-STANDARD (GUARANTEED) USD 55.99 DAILY (.35MILE/75 FREE MILES) CONFO: 1234567890ABCDEFHIJ 1 INTERMEDIATE CAR (FORD TAURUS OR SIMILAR) DROP OFF: ST LOUIS DROP CHARGE: DROP CHARGE MAY APPLY CORPORATE ID: 123456789012345	PHONE: 816-243-5765 PICK UP: 18FEB FRI/8A	RETURN: 20FEB SUN/5P
THANK YOU FOR YOUR BUSINESS				

Example

An example of the Pocket Itinerary layout with *suppressed* optional car and hotel data is shown below driven by the following entry.

EZP≠RL≠BK≠TK-RENEE≠*HX≠*CX

		MORGAN/M		Page 1 of 1 27DEC9x PNR: 1P-YBD7CW TK-RENEE BK-VN/A7S
18FEB FRIDAY	HOTEL	WESTIN WESTIN CROWN CENTER ONE PERSHING RD KANSAS CITY MO 64108 EXECUTIVE ROOM W/SPCL AMENITIES	PHONE: 816-474-4400 CHECK IN: 18FEB FRI/4P GUARANTEED-TO CREDIT CARD-AX	CONFO: ABC1234567890XYZ CHECK OUT: 20FEB SUN/1P RATE QUOTE: 185.00 USD CANCEL BY 6PM ARRIVAL DAY FREE SHUTTLE SERVICE
18FEB FRIDAY	CAR	HERTZ KANSAS CITY INTL-TERMINAL KANSAS CITY MISSOURI RATE-STANDARD (GUARANTEED) USD 55.99 DAILY (.35MILE/75 FREE MILES) CONFO: 1234567890ABCDEFHIJ 1 INTERMEDIATE CAR (FORD TAURUS OR SIMILAR)	PHONE: 816-243-5765 PICK UP: 18FEB FRI/8A	RETURN: 20FEB SUN/5P
THANK YOU FOR YOUR BUSINESS				

Continued on next page

Hotel and Car Itinerary/Invoice Segments, Continued

**Additional
Information**

For more detailed information on the hotel and car itinerary/invoice segment see:

- **HELP EZL**
 - **HELP EZN**
 - **HELP EZP**
 - **HELP EZC**
 - **INFO EZL**
 - **INFO EZN**
 - **INFO EZP**
 - **INFO EZC**
-

Itinerary/Invoice Name Processing

Name Selection Options

Two formats for itinerary/invoice name selection are supported in the EZ package.

- N1.* - is the system default and prints names in a single name field in a linear format

SMITH/AL/THOMAS/KAREN

- N1.0 - prints each person within the surname as an individual item

**1. SMITH/AL 2. SMITH/THOMAS
3. SMITH/KAREN**

Name Related Data Options

The following options allow data selection to print along with the name:

- *P - prints names individually in body of itinerary/invoice with associated ticket number and air amount
- MCN - prints names individually with associated customer number

Note: not valid with N1.* name select format.

Number of Documents Option

The system default is to print one document per PNR. The following options allow additional document selection.

- SI- prints one document per individual passenger *
- SSI- prints one document per surname

* Note: SI- option not valid with N1.* name select format

Position of Names on Itinerary/Invoice

Names print in the header section of the itinerary/invoice in the following situations:

- When using blank form options (BV/BVD/HV/HVD) unless the *P option is also requested
 - When using default forms if four or less name items are printed
-

Continued on next page

Itinerary/Invoice Name Processing, Continued

Position of Names on Itinerary/Invoice, cont. Names will print in the body of the itinerary/invoice (after itinerary segments) in the following situations:

- Whenever *P option is requested for both default and blank forms
 - When default form is used and more than four name items are printed
-

Examples Below are examples of where names print on itinerary/invoices using the following PNR name field.

**1.2SMITH/A/B 2.3JONES/C/D/E 3.1ROBERTS/F 4.1MILLER/G
5.1WILSON/H**

Header Section Examples 1. Surname format with the following entries:

EZL≠BV or EZL≠N1.*-5.*≠BV

		100120 ITINERARY INVOICE PAGE NO. 1
1.SMITH/A/B 3.ROBERTS/F 5.WILSON/H	2.JONES/C/D/E 4.MILLER/G	

2. Individual Name format with the following entry.

EZL≠N1.0-2.0≠BV

		100120 ITINERARY INVOICE PAGE NO. 1
1.SMITH/A 3.JONES/C 5.JONES/E	2.SMITH/B 4.JONES/D	

Continued on next page

Itinerary/Invoice Name Processing, Continued

Header Section

Examples, cont.

3. MCN option requested (blank form must also be used).

EZL≠N1.0-2.1≠BV≠MCN

100120 ITINERARY INVOICE	
PAGE NO. 1	
1.SMITH/A 12345678901234567890123456789	2.SMITH/B ABCDEF
3.JONES/C XYZ	

Body Section

Examples

1. Default forms used and greater than 4 name items exist (surname format).

EZL or EZL≠N1.*-5.*

A MO 19APR LV ST LOUIS AR ATLANTA	648A 905A	DELTA	561F OK BREAKFAST 0STOP 737
PASSENGER SMITH/A/B JONES/C/D/E ROBERTS/F MILLER/G WILSON/H	TICKET NUMBER (S) : 0067180444300-307		
	AIR FARE		4000.00
	TAX		400.00
	TOTAL AIR FARE		4400.00
	AMOUNT DUE		4400.00

Continued on next page

Itinerary/Invoice Name Processing, Continued

Body Section 2. Default forms used and greater than 4 name items exist (individual name
Examples, cont. format).
 EZL≠N1.0-2.0

A MO 19APR LV ST LOUIS AR ATLANTA	648A 905A	DELTA	561F OK BREAKFAST 0STOP 737
PASSENGER			
SMITH/A			
SMITH/B			
JONES/C			
JONES/D			
JONES/E			
TICKET NUMBER (S) : 0067180444300-304			
			AIR FARE 4000.00
			TAX 400.00
			TOTAL AIR FARE 4400.00
			AMOUNT DUE 4400.00

3. *P option used.

EZL≠*P

A MO 19APR LV ST LOUIS AR ATLANTA	648A 905A	DELTA	561F OK BREAKFAST 0STOP 737
PASSENGER	TICKET NUMBER	AIR AMT	
SMITH/A	0067180444300	550.00	
SMITH/B	0067180444301	550.00	
JONES/C	0067180444302	550.00	
JONES/D	0067180444303	550.00	
JONES/E	0067180444304	550.00	
ROBERTS/F	0067180444305	550.00	
MILLER/G	0067180444306	550.00	
WILSON/H	0067180444307	550.00	
			AIR FARE 4000.00
			TAX 400.00
			TOTAL AIR FARE 4400.00
			AMOUNT DUE 4400.00

Continued on next page

Itinerary/Invoice Name Processing, Continued

4. *P and MCN options used.

EZL≠*P≠MCN≠BV≠N1.0

A MO 19APR LV ST LOUIS AR ATLANTA	648A DELTA 905A	561F OK BREAKFAST OSTOP 737
PASSENGER SMITH/A 12345678901234567890123456789	TICKET NUMBER 0067180444300	AIR AMT 550.00
SMITH/B ABCDEFG	0067180444301	550.00
	AIR FARE	1000.00
	TAX	100.00
	TOTAL AIR FARE	1100.00
	AMOUNT DUE	1100.00

Additional Information

For more detailed information on itinerary/invoice name processing see:

- **HELP EZN**
 - **HELP EZNOPT**
 - **HELP EZE**
 - **HELP EZADDON**
 - **HELP EZP**
 - **INFO EZN**
 - **INFO EZNOPT**
 - **INFO EZE**
 - **INFO EZADDON**
 - **INFO EZP**
-

Auxiliary Segment Selection

Auxiliary Segments

EZ Document Production supports auxiliary segment selection in addition to air segment selection.

- The new auxiliary segment selection option identifier is S\$. It can be entered in the document drivestream or stored in a 4-DI Document Instruction line.
- The air segment selection option identifier is S and can be entered in the document drivestream or stored in a Pricing Instruction line.
- The auxiliary segments selected will be the only ones printed on an itinerary/invoice document or passed in an interface message record.
- The system default is to print all auxiliary segments

Type Identifiers

The following shortcut options are available for selection of auxiliary segments by a *type* identifier rather than a segment *number*:

- S\$C - print all car segments
- S\$H - print all hotel segments
- S\$T - print all TVL segments
- S\$X - print no auxiliary segments
- SX - print no air segments

Processing

Air and auxiliary segments are not dependent on each other. If not selected, the default is to print all segments. For example if certain auxiliary segments are selected, but no air segments are selected, then all air segments print.

Continued on next page

Auxiliary Segment Selection, Continued

Segment Selection The table below demonstrates segment selection entries via the drivestream.

Entry	Documents
EZ	for entire PNR(air and auxiliary)
EZ≠S\$2/4	for auxiliary segments 2 and 4 and all air
EZ≠S1/3	for air segments 1 and 3 and all auxiliary
EZ≠S\$X	for air only
EZ≠SX	for auxiliary only
EZ≠S\$C	for all car and air segments
EZ≠S\$H	for all hotel and air segments
EZ≠S\$T	for all TVL and air segments
EZ≠S\$C/H	for car, hotel and air segments
EZ≠S\$2/C	for auxiliary segment 2, and all car and air segments
EZ≠S1/4≠S\$2/3	for air segments 1 and 4 and auxiliary segments 2 and 3

Documentation Instructions The following table demonstrates prestorage auxiliary segment selection in a PNR through Document Instruction line (4-DI) entries:

Entry	When EZ Entry Initiated Documents
4-DI≠S\$2/4	for auxiliary segments 2 and 4
4-DI≠S\$X	for air only
4-DI≠SX	for auxiliary only
4-DI≠S\$C	for all car segments
4-DI≠S\$H	for all hotel segments
4-DI≠S\$T	for all TVL segments
4-DI≠S\$C/T	for all car and TVL segments

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Auxiliary Segment Selection, Continued

Pricing Instructions

The table below demonstrates prestorage Air segment selection in a PNR through Pricing Instructions (PI).

Entry	When EZ Entry Initiated Document
4PS1/2≠PI	for air segments 1 and 2
4PS1/5-7≠PI	for air segments 1, 5, 6, and 7
4PS2-4/7/8≠PI	for air segments 2, 3, 4, 7 and 8

Additional Information

For more detailed information on auxiliary segment selection see:

- **HELP EZ**
 - **HELP 4-DI**
 - **HELP PI**
 - **INFO EZ**
 - **INFO 4-DI**
 - **INFO PI**
-

Fare Type Identifier

Introduction

To provide for a more efficient pricing system, all fare type and fare restriction codes used in pricing or ticketing entries must be preceded by the letter "F."

Affected Areas

The "F" identifier applies to any fare type or fare restriction code when used in the following:

- Pricing and Pricing Instructions
 - EZ document entries (tickets, itinerary/invoices, and interface)
 - Ticketing fields
-

Fare Displays

The "F" identifier does *not* apply to 4F fare display entries.

Pricing

The following pricing entries require the "F" identifier when used with Fare Type or Fare Restriction codes:

- 4P
 - 4PLF
 - 4PLFQ
 - PI
 - 4P-
 - 4PLFB
 - 4PQ
-

Table

The tables below show fare type and fare restriction codes preceded by the "F" identifier.

Fare Type	Entry
Normal	FNL
Excursion	FEX
Tour	FIT
Government	FGV
Military	FML
Group	FGP
No Fare	FNF

Fare Restriction	Entry
No Advance Purchase	FNA
No Penalty	FNP

Continued on next page

Fare Type Identifier, Continued

Pricing Entries

The tables below show examples of pricing entries with the "F" identifier preceding the fare type or fare restriction code.

Fare Type	Entry
Normal	4PFNL
Military	4PLFBFML
Excursion, stores pricing instructions	4-PI≠4PFEX/-10/SD10
Tour	4P-S1/3≠FIT
Government	4PFGV
Group	4PLFBFGP
No Fare	4PFNF

Fare Restriction	Entry
No Penalty	4PLFFNP
No Advance Purchase	4P-S1/2≠FNA

EZ Entries

The table below shows examples of EZ entries with the "F" identifier preceding the fare type or fare restriction code.

Fare Type	Entry
Normal	EZ≠FNL
Excursion	EZI≠FEX
No Fare	EZL≠FNF

Fare Restriction	Entry
No Advance Purchase	EZ≠FNA
No Penalty	EZI≠FNP

Ticketing Fields

The table below shows examples of ticketing fields with the "F" identifier preceding a fare type or fare restriction code.

Fare Type/Restriction	Entry
Normal	7TAW/00/19MAY*FNL
No Penalty	7TRH/00/17SEP*FNP-CAA
Excursion	8TL8A/19FEB*FEX

Continued on next page

Fare Type Identifier, Continued

Additional Information

For more detailed information on the "F" identifier see:

- **INFO EZ**
 - **HELP 7TAW**
 - **INFO EZ**
 - **INFO 7TRH**
-

DDL and DDP

TLI Field of DDL

The L indicator in the TLI field of a secondary DDL display refers to the production of at least one or more of the itinerary/invoice type documents.

- itinerary/invoice - L
 - credit memo - C
 - itinerary - N
 - pocket itinerary - P
-

DDL Example

The following example of a secondary DDL highlights the TLI field when at least one of the four itinerary/invoice type documents has been issued.

Secondary DDL

WORLDSPAN						9923291	25 NOV 9x
ITEM	GROSS	P	S	A/L TKT NBR	COMM	PSGR NAME	INVOICE
0001	433.00	A		012777777771	0.00	MORGAN/BOB	100220
FA - Y6II86 TLI - YYY AGT-SP SID-A7A							
TAIR CTL NBR - 3290000130							
NAME - MORGAN/BOB							
FOP - CASH							

Non-US Secondary DDL

WORLDSPAN						2600081	25 NOV 9x
ITEM	GROSS	P	S	A/L TKT NBR	NET AMT	PSGR NAME	INVOICE
0003	350C	A	X	0743514357003	321	FAIRWEATHE	000003
FA - YA4ASG TLI YYY AGT-CP SID-B7A							
TAIR CTL NBR - 3290000151							
NAME - FAIRWEATHER/JEFFREY							
FOP - CASH							

Additional Information

For more detailed information on the DDL, DDP, and DDS files see:

- **HELP DDL**
 - **HELP DDP**
 - **HELP DDS**
 - **INFO DDL**
 - **INFO DDP**
 - **INFO DDS**
-

