



Ticket Exchanges Quick Reference

Ticket Exchange Index

HELP EXCHANGE

| Document Identifiers | | |
|--|---|---|
| T M O P | Ticket Miscellaneous Charge Order (MCO) Other Type ARC Reportable Document Print Only non-ARC Reportable Document | |
| Format Identifiers [†] | | |
| /AB90.91X9.09XXF3.00P25.00T128.00 /A - Additional collection B - Base fare of additional collection X - Tax amount XXF - Tax with 2-letter code (max. 3) P - Penalty (positive value) T - Total amount of additional collection | /RB9091X9.09XXF3.00P35.00T68.00 /R - Refund B - Base fare of refund X - Tax amount XXF - Tax with 2-letter code (max. 3) P - Penalty (negative value) T - Total amount of refund AT - Total amount when refund plus penalty results in even or add collect. | |
| Optional Format Identifiers [†] | | |
| /EI - Involuntary Exchange Indicator ≠KEX - Commission (Print EXCH on coupons and update DDL with zero commission) ≠KEX*8 - 8% Commission ≠KEX*\$5.00 - (mandatory \$ amount with penalty and refund exchanges) /KO - Old/Exchanged Commission Amounts N\$ New Commission A\$ Administrative Penalty /KO\$30.00.N\$50.00A\$15.00 (updates ARC/IAR) | /OB - Old/ Exchanged Base Fare Amount /OB10.00XUS2.00T14.00 /OD - Original Document Number /ODT0061234567890X /OI - Original Issue Date /OIATL20MARXX1715797 ≠N - Name Select ≠N1.2 (only one name at a time) /RM - Refund MCO Number and Amount /RM0151234567890XMA100.00 (when MCO has already been issued) #MCRV*/MA00.00 (issue Residual Value MCO with exchange) /UP - Unused PFCs /UPDEN3BOS3 | |
| Mandatory Exchange Elements | | |
| Even Exchange | Additional Collection | Refund |
| <ul style="list-style-type: none"> • Even Exchange Function ID • Document Identifier/Number • Coupon Numbers • Name Select in multi-party | <ul style="list-style-type: none"> • Uneven Exchange Function ID • Document Identifier/Number • Coupon Numbers • Original form of payment • Additional collection amount • Name Select in multi-party | <ul style="list-style-type: none"> • Uneven Exchange Function ID • Document Identifier/Number • Coupon Numbers for tickets and MCOs • Refund Amount |
| EZ Entries Applicable to Ticket Exchanges | | |
| HELP EVEN | HELP ADDC | HELP REFUND |
| EZ EZEL EZI EZL EZT 4-DI AMTRAK Cannot add /O\$ /OI /OD and ≠KEX options to EZL entry. | EZ EZEL EZI EZL EZT 4-DI AMTRAK Cannot add /O\$ /OI /OD and ≠KEX options to EZL entry. | EZ EZC EZEL EZI EZL EZT 4-DI AMTRAK Cannot add /O\$ /OI /OD and ≠KEX options to EZL entry. |

