

OVERVIEW

The Flygtaxi Red App is initially applicable to agencies in Sweden, Norway, Denmark and Finland.

The Flygtaxi Red App will:

- Allow you to book and cancel Flygtaxi content via a Red App in Sabre® Red™ Workspace.
 - Flygtaxi – taxis to and from all airports in Sweden
 - Flygbussarna – airport buses to and from 6 major airports in Sweden
 - Arlanda Express – airport train to and from Stockholm Arlanda Airport.
- Allow you to reflect this content within a traditional Sabre system PNR segment supporting back-office settlement processes

Note: You must first download the Flygtaxi app from the Red App Centre

BENEFITS

- Improved productivity during the booking and cancel process saving minutes.
- Increased customer satisfaction

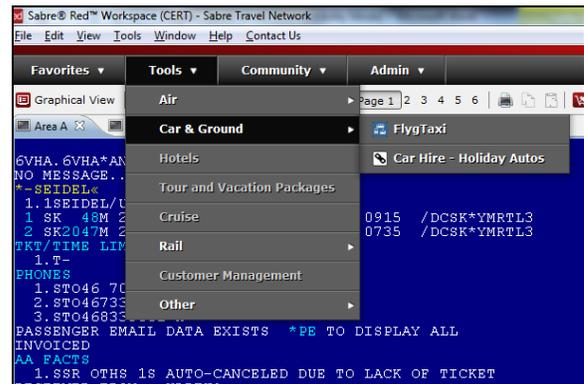
BOOKING PROCESS

EXAMPLE

You must always have a PNR in the working area

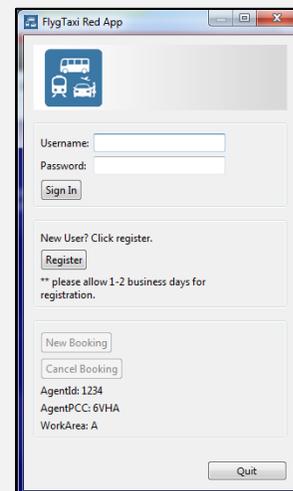
- If you need to send Flygtaxi cost-centers, project codes, departments etc, you should enter those details in the PNR **before** launching the Red App.

1. Click **Tools > Car & Ground > Flygtaxi**

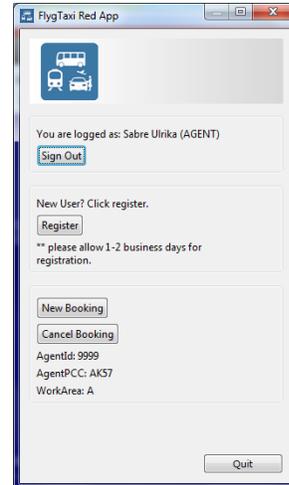


2. Sign in

- If you are an existing user, please **Sign in**.
- If you are a new user, please register with Flygtaxi
 - After you register, allow for 1-2 days to get the confirmation e-mail with the login details

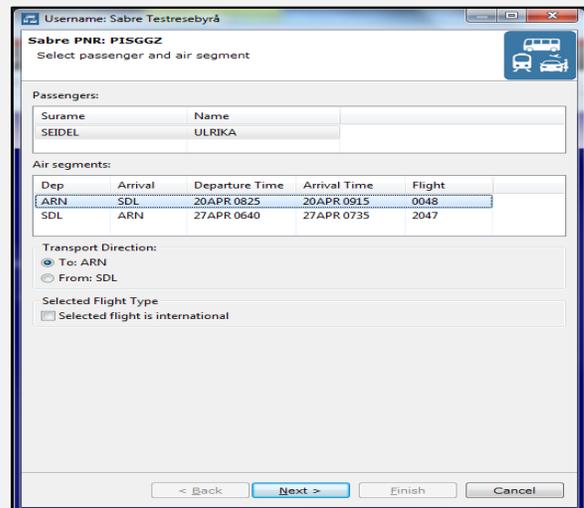


3. Once logged in – click **New booking**.

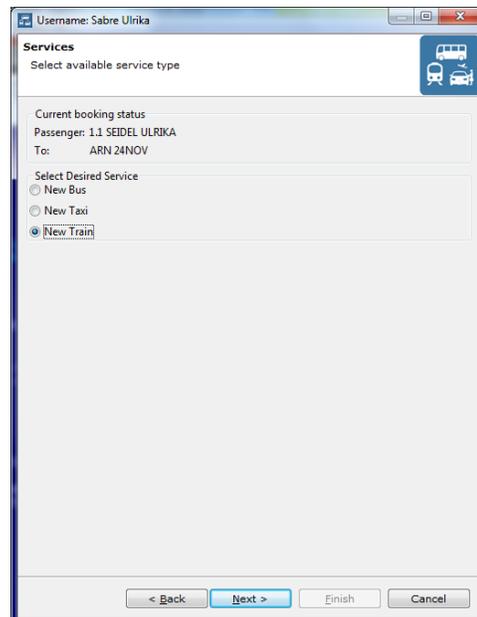


4. Select name and segment you want to book your airport transportation for and then click **Next**.

- Please check the "Select flight is international" if the flight is an international flight.



5. Chose which transportation type you wish to book and then click **Next**.



6. When selecting **Train**, the following flow is presented:

- First Location, then available train services with the fare.

Highlight selection desired and click **next**

Username: Sabre Ulrika

Connection code for scheduled service

Select connection code

Current booking status
Passenger: 1.1 SEIDEL ULRIKA
To: ARN 24NOV
Service type: Train

Available Train products to ARN

Location	Product	Code
Stockholm Centralstation	Arlanda Express	RAIL

OR

Select recently used locations

< Back Next > Finish Cancel

7. Select debit method for transaction, click **Next**

Username: Sabre Ulrika

Debit info

Provide debit details

Current booking status
Passenger: 1.1 SEIDEL ULRIKA
To: ARN 24NOV
Service type: Train
From: Stockholm Centralstation
Total fare: SEK 280.00
Description: Arlanda Express

Select Debit Method

Agent
 Agent-Customer

< Back Next > Finish Cancel

- When booking and Arlanda Express train a FOID is needed. Most Credit Cards except Maestro and Electron cards will work. (This is the same FOID the traveller will show when boarding the train.) When all required information is completed, click **Finish**.

Username: Sabre Ulrika

Summary/Detail Info

Complete booking for Train

Current booking status

Passenger: 1.1 SEIDEL ULRIKA
 To: ARN 24NOV
 Service type: Train
 From: Stockholm Centralstation
 Total fare: SEK 280.00
 Description: Arlanda Express
 Debit method: Agent

Booking details

* Contact phone: 46708840663
 * Contact e-mail: ULRIKA.SEIDEL@SABRE.CO

Train Information

* FOID:

Accounting Line

Add PNR accounting line

* Vendor Code: FLYGTA

Additional Info:

< Back Next > Finish Cancel

- When the booking is confirmed by Flygtaxi a Sabre segment using the OTH segment type with an HK status is created including the vendor's confirmation number.

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File Edit View Tools Window Help Contact Us
Favorites Tools Community Admin
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1.*ULRIKA.SEIDEL@SABRE.COM#
2.*ULRIKA.SEIDEL@SABRE.COM#
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ADDRESS
ULRIKA DEMO TRAVEL#
  
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- User will then be presented the option to book reverse transportation, in case traveller wants the same mode of transportation for the return, select **Yes** or **No**

Reverse booking?

Do you want to book reverse Train?

Yes No

11. When selecting Taxi you are presented with a search window, to narrow down the search, type street address, number and city, then click **Search**

Username: Sabre Ulrika

Address

Provide address

Current booking status

Passenger: 1.1 SEIDEL ULRIKA

To: ARN 24NOV

Service type: Taxi

Enter an address or point of interest

For example:

Kungsgatan 15

Kungsgatan 15, Stockholm

Sheraton Stockholm

Storgatan 15, Stockholm

Search

OR

Select recently used address

There is no last locations.

< Back Next > Finish Cancel

12. Choose address/location from drop down, click **Next**

Enter an address or point of interest

For example:

Kungsgatan 15

Kungsgatan 15, Stockholm

Sheraton Stockholm

Storgatan 15, Östermalm (Stockholm)

Storgatan 15, Östermalm (Stockholm)

Create Results

OR

Select recently used address

There is no last locations.

13. A window with taxi options are presented, chose transportation mode and select **Next**

Username: Sabre Ulrika

Availabilities
Select availability

Current booking status
Passenger: 1.1 SEIDEL ULRIKA
To: ARN 24NOV
Service type: Taxi
From: Storgatan, 15

Availabilities:

Departure	Arrival	Price	Pax	Name	Pickup
24NOV 0645	24NOV 07...	399.00 SEK	1	Delad TAXI (1 psgr)	21APR 2159
24NOV 0650	24NOV 07...	679.00 SEK	4	Egen TAXI	21APR 2159
24NOV 0635	24NOV 07...	829.00 SEK	4	Egen TAXI (2 adress)	21APR 2159
24NOV 0650	24NOV 07...	879.00 SEK	4	Egen TAXI med Barn...	21APR 2159
24NOV 0650	24NOV 07...	989.00 SEK	6	Stor TAXI	21APR 2159
24NOV 0620	24NOV 07...	1318.00 SEK	3	Rullstolstaxi	21APR 2159

< Back Next > Finish Cancel

14. Suggested Pick-up time is presented. The time can be altered to allow for longer time at airport before departure. If default time is acceptable, click **Next**

Username: Sabre Ulrika

Taxi pickup
Provide taxi pickup date

Current booking status
Passenger: 1.1 SEIDEL ULRIKA
To: ARN 24NOV
Service type: Taxi
From: Storgatan, 15
Total fare: SEK 679.00
Description: Egen TAXI

Enter desired pickup time
06:50 den 24 november 2015

< Back Next > Finish Cancel

15. Select Debit Method, click **Next**

Username: Sabre Ulrika

Debit info
Provide debit details

Current booking status
Passenger: 1.1 SEIDEL ULRIKA
To: ARN 24NOV
Service type: Taxi
From: Storgatan, 15
Total fare: SEK 679.00
Description: Egen TAXI

Select Debit Method
 Agent
 Agent-Customer

< Back Next > Finish Cancel

16. Review and add any additional data such as "Info to driver" or add accounting line into PNR, click **Finish**

Username: Sabre Ulrika

Summary/Detail Info
Complete booking for Taxi

Current booking status
Passenger: 1.1 SEIDEL ULRIKA
To: ARN 24NOV
Service type: Taxi
From: Storgatan, 15
Total fare: SEK 679.00
Description: Egen TAXI
Debit method: Agent

Booking details
* Contact phone: 46708840663
* Contact e-mail: ULRIKA.SEIDEL@SABRE.CO

Accounting Line
 Add PNR accounting line
* Vendor Code: FLYGTA
Additional Info: egen flygtaxi

Taxi Information
Info to driver:

< Back Next > Finish Cancel

17. User will then be presented the option to book reverse transportation, in case traveller wants the same mode of transportation for the return, select **Yes** or **No**

Reverse booking?

Do you want to book reverse Train?

Yes No

18. When the booking is confirmed by Flygtaxi a Sabre segment using the OTH segment type with an HK status is created including the vendor's confirmation number.

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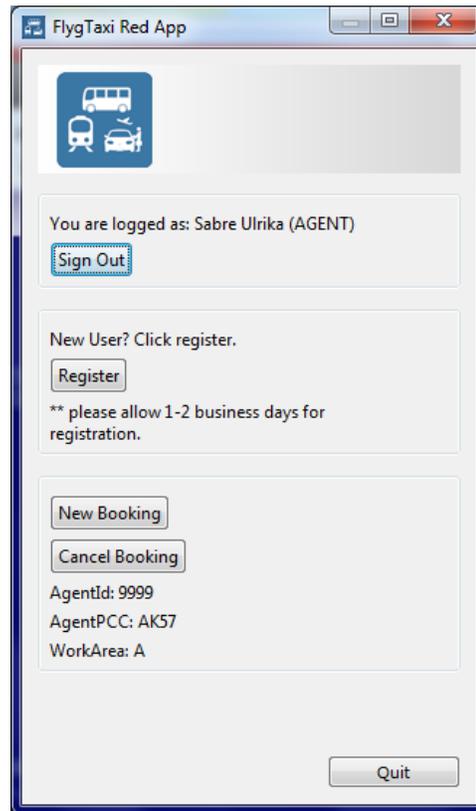
CANCEL PROCESS

EXAMPLE

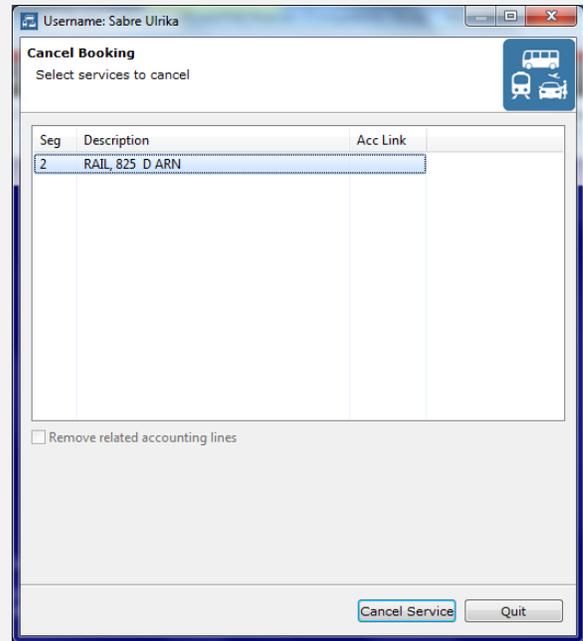
All bookings made via the Flygtaxi Red App are **REQUIRED** to be cancelled via the App as well. There is no warning if you accidentally perform X4 to cancel segment 4 – but the transportation is NOT cancelled at Flygtaxi and you will be charged. Call Flygtaxi for support.

PNR must be in work area.

1. Click **Tools > Car & Ground > Flygtaxi**
2. Select **Cancel Booking**



3. Select segment to be cancel, click **Cancel Service**
 - Note the option to cancel any related accounting lines if applicable



4. A confirmation pop-up is presented, chose **Yes**

