

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

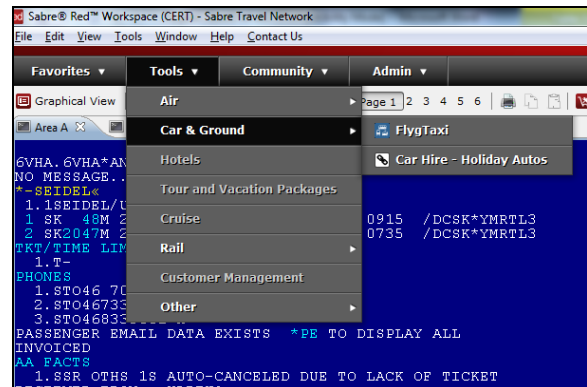
BOOKING PROCESS

EXAMPLE

You must always have a PNR in the working area

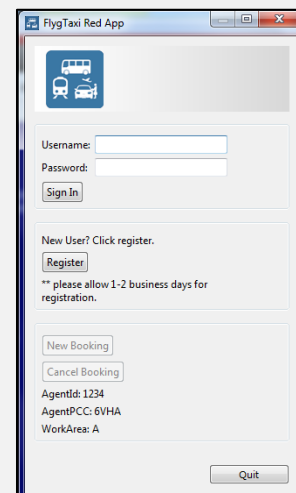
- If you need to send Flygtaxi cost-centers, project codes, departments etc, you should enter those details in the PNR **before** launching the Red App.

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

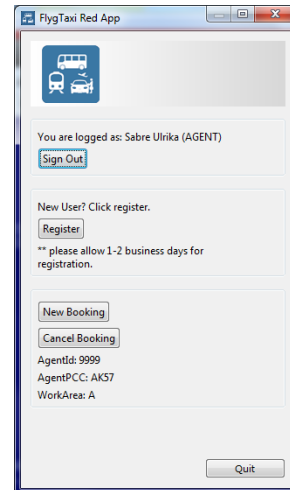


2. Sign in

- 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

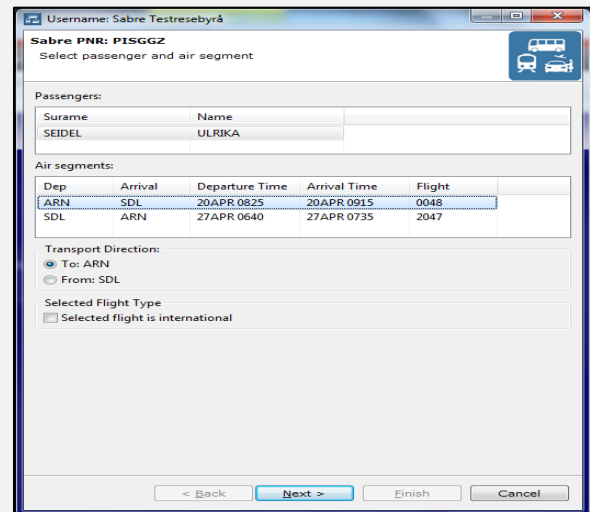


3. Once logged in – click **New booking**.

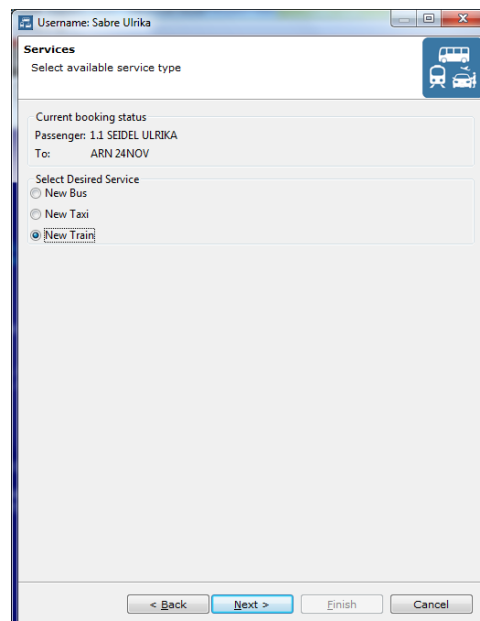


4. Select name and segment you want to book your airport transportation for and then click **Next**.

- 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**

The screenshot shows a window titled 'Username: Sabre Ulrika' with a sub-header 'Connection code for scheduled service'. Below the header is a section 'Select connection code' with a train icon. The main area displays 'Current booking status' with details: Passenger: 1.1 SEIDEL ULRIKA, To: ARN 24NOV, Service type: Train. Below this is a table titled 'Available Train products to ARN' with columns 'Location', 'Product', and 'Code'. The table contains one row: Stockholm Centralstation, Arlanda Express, RAIL. Below the table is an 'OR' section with 'Select recently used locations'. At the bottom are buttons: '< Back', 'Next >', 'Finish', and 'Cancel'.

Location	Product	Code
Stockholm Centralstation	Arlanda Express	RAIL

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

The screenshot shows a window titled 'Username: Sabre Ulrika' with a sub-header 'Debit info'. Below the header is a section 'Provide debit details' with a train icon. The main area displays 'Current booking status' with details: Passenger: 1.1 SEIDEL ULRIKA, To: ARN 24NOV, Service type: Train, From: Stockholm Centralstation, Total fare: SEK 280.00, Description: Arlanda Express. Below this is a section 'Select Debit Method' with two radio buttons: 'Agent' (selected) and 'Agent-Customer'. At the bottom are buttons: '< Back', 'Next >', 'Finish', and 'Cancel'.

8. 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**.

The screenshot shows a window titled 'Username: Sabre Ulrika' with a 'Summary/Detail Info' section. The main heading is 'Complete booking for Train'. The 'Current booking status' section includes: Passenger: 1.1 SEIDEL ULRIKA, To: ARN 24NOV, Service type: Train, From: Stockholm Centralstation, Total fare: SEK 280.00, Description: Arlanda Express, and Debit method: Agent. The 'Booking details' section has: Contact phone: 46708840663 and Contact e-mail: ULRIKA.SEIDEL@SABRE.CO. The 'Train Information' section shows: FOID: [redacted]. The 'Accounting Line' section has: Add PNR accounting line (checked), Vendor Code: FLYGTA, and Additional Info: [empty]. At the bottom are buttons: < Back, Next >, Finish, and Cancel.

9. 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.

The screenshot shows the 'Sabre Red Workspace - Sabre Travel Network' interface. The main area displays a Sabre segment in a graphical view. The segment details are as follows:

```
*A*
APVAZE
1.1SEIDEL/ULRIKA
1 8K 48M 24NOV 2 ARNSDL HK1 0825 0915 /DCSK*4T2XDO /E
2 OTH FT 24NOV T HK1 ARN/RAIL/825/A/1/U-R000318660/20151124/
XEV/STOCKHOLM CENTRALSTATION/46708840663/SEK 264/MG./SEK 280/SE
IDEL/ULRIKA/1.1
3 8K 51M 30NOV 1 SDLARN HK1 1620 1715 /DCSK*4T2XDO /E
TKT/TIME LIMIT
1.T-
PHONES
1.STO46 8 505 12 606-A
2.STO46 8 505 25941-B-B
3.STO46 70 8840663-M-M
EMAIL ADDRESS
1.WULRIKA.SEIDEL@SABRE.COM#
2.WULRIKA.SEIDEL@SABRE.COM#
CC/
ADDRESS
ULRIKA DEMO TRAVEL#
```

10. 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**

The screenshot shows a dialog box titled 'Reverse booking?' with a question mark icon. The text inside asks: 'Do you want to book reverse Train?'. At the bottom are two buttons: 'Yes' and 'No'.

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

The screenshot shows a window titled 'Username: Sabre Ulrika'. The main heading is 'Address' with the instruction 'Provide address'. On the top right is a blue icon of a taxi. The window is divided into two main sections. The top section, 'Current booking status', contains the following text: 'Passenger: 1.1 SEIDEL ULRIKA', 'To: ARN 24NOV', and 'Service type: Taxi'. The bottom section, 'Enter an address or point of interest', provides examples: 'Kungsgatan 15', 'Kungsgatan 15, Stockholm', and 'Sheraton Stockholm'. Below these examples is a text input field containing 'Storgatan 15, Stockholm' and a 'Search' button. Below the input field is an 'OR' section with the text 'Select recently used address' and 'There is no last locations.' At the bottom of the window are four buttons: '< Back', 'Next >', 'Finish', and 'Cancel'.

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

This is a close-up of the 'Enter an address or point of interest' section from the previous screenshot. It shows the same examples: 'Kungsgatan 15', 'Kungsgatan 15, Stockholm', and 'Sheraton Stockholm'. Below these is a dropdown menu that is currently open, showing two options: 'Storgatan 15, Östermalm (Stockholm)' and 'Storgatan 15, Östermalm (Stockholm)'. The second option is highlighted in blue. Below the dropdown menu is a 'Create Results' button. Below this section is an 'OR' section with the text 'Select recently used address' and '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

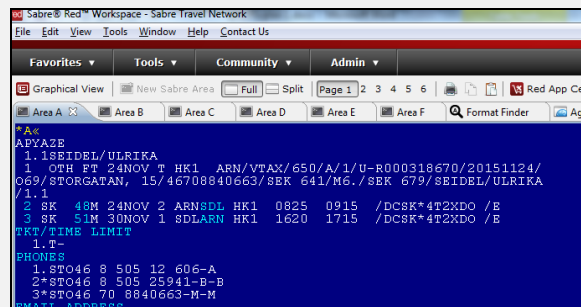
17. User will then be presented the option to book reverse transportation, in case traveller wants the same mode of transportation for the return, select **Yes** or **No**

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.



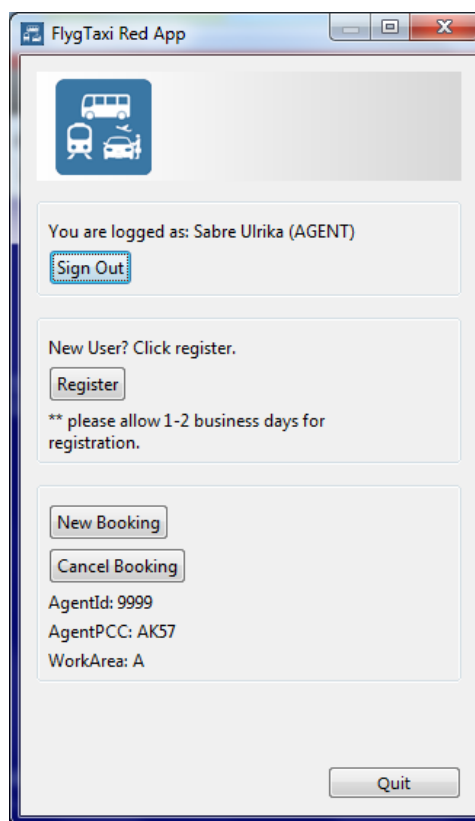
CANCEL PROCESS

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

Username: Sabre Ulrika

Cancel Booking
Select services to cancel

Seg	Description	Acc Link
2	RAIL, 825 D ARN	

☐ Remove related accounting lines

Cancel Service **Quit**

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

Canceling service - please confirm.

Are you sure to remove selected service from Flyg Taxi and Sabre PNR?
Selected segment: 2 RAIL, 825 D ARN

Yes **No**