

Galileo Quick Reference Sheet



Aug11

Making a booking

Direct Sell with reference to flight segments

/1+0CCRZIFDAR/ID-<insert wizard or WEB #>or/CD-<insert AWD>

Car Group

Company rate access code - pay direct

Referencing segment 1 for arrival flight details

Individuals wizard or WEB/GEB number which is linked to company AWD - has chargeback set up

Direct Sell without reference to flight segments

0CCRZINN1AKL08SEP-10SEPFDAR/ARR-1000 NZ411/DT-1000/ID-<wizard or WEB #>or/CD-<AWD>

Pick Up Location

vehicle type

pick up time

use either wizard or company AWD

Pickup & return dates

Arrival flight number

drop off time

/RC-BEST Should only be used to get the best rate of the day when booking overseas destinations

Making modification to an existing booking

/DT- Return Time

/ARR- Arrival Time

/DO- Drop Off Location

/D- Pick Up & Drop off Dates

/FT- Frequent Flyer Number

/T- Car Type

Examples:

CAM2T/CDAR

CAM3D/-14 SEP

change car type / group on seg 2

change return date on seg 3 to 14 Sep

Display Avis Information

CAIAKL/ZI List of Avis locations in a city - Auckland

CADZIAKLC01 Information for a specific location - Auckland City

Optional Fields for Direct Sell entries

/ID- Avis Preferred Wizard or WEB Number. Has account or credit card details linked

/CD- Avis Worldwide Discount Number (AWD) - gives access to rates but travellers to pay direct

/FT- Frequent Flyer Number (eg **.../FT-QF1234567**)

/DO- Drop off location. Only need to use this when the drop off is different from pick up location

/NM- Name relate car to specific person in PNR

/SQ- Special Equipment (on request) (eg **.../SQ-NVS**) Use CADZIAKL/EQUIP to find equipment codes

/SI-CCI- Billing reference/cost centre/order number to appear on final invoice (eg **.../SI-CCI-123ABC81**)

/SI-PC- Coupon number entry field (eg **.../SI-PC-UPNA006**)

/SI- Supplementary information - free format area, only 25 characters. Will not show if using a WEB

New Zealand's Leading Rental Car Company

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AVIS Definitions



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AWD

Avis Worldwide Discount Number

Company Profile: Rates and conditions (eg - Insurance etc) are located in this profile.

Offers: Access to negotiated rates.

Used When: A renter does not have their own preferred wizard number and is paying AVIS direct for the rental.

GDS: /CD-

WEB / GEB

Worldwide Electronic Billing or Global Electronic Billing Account

An account (linked to the AWD—to ensure corporate rates received).

Offers: paperless way to chargeback

Used When: Renter does not have their own preferred wizard number and wants chargeback to the company account.

GDS: /ID-

Important Note: No SI Remarks will show in the AVIS system when using a WEB. To add remarks to a booking that is on a WEB, you will need to contact AVIS reservations direct.

Preferred Wizard Number

A Personal Profile (linked to AWD to ensure corporate rates received).

Offers: Paperless rentals for fast and stress free pick ups. Profile contains all info on renter including drivers licence number, frequent flyer and method of payment (to account or credit card)

Used When: When ever the individual is traveling!

GDS: /ID-

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