



Issue e-tickets! 100% e-ticketing by 31 May 2008

Recover of Paper Ticket by Saflog

BSP HK & MO are entering the final phase of the ticket recovery process. Agents are required to carry out several important steps to complete the process:

- Persons whose email addresses were entered in Saflog will receive on 30May08 an email with a hyperlink to Saflog site.
- The hyperlink will be active on **01 June 2008**. You are requested to complete the following steps online by **03 June 2008 (Tue)**:
 1. **Reconfirm your agency address**
 2. **Enter paper ticket details i.e. box number, serial ticket numbers, total number of tickets in the box, etc**
 3. **Click to validate (confirm) your packing list**
 4. **Print the online preformatted labels and packing list for later use**
 5. **Sign the packing list; otherwise, Saflog will not collect your tickets**
 6. **Remember to tick the box on the screen to confirm to Saflog that your stock is ready for pick-up**
 7. **You will see a screen confirming that you are successful in completing the packing list**
 8. **Saflog system will return with an email with pick-up details**

Please take action now to prepare enough boxes to pack all your tickets because Saflog will only accept stock in boxes. We also urge you to start grouping your paper tickets and recording their serial numbers asap.

Credit Card Sales Rules – Amendments

Please be advised that the **Passenger Agency Conference Steering Group (PSG)** recently endorsed amendments to the Card Sales Rules and the Reporting and Remittance Rules in order to strengthen the compliance provisions under Resolution 890.

The amended **Resolution 890** and **Resolution 832** will come into force on **20 June 2008 (Fri)**. On the day, the revised versions of the resolutions will be posted to the Agenthome web site. In the meantime, we have attached the amendments (file name: **Amendment Reso 832 & 890.pdf**) for your easy reference.

BSPlink – Airline Policy

Please be advised that the **ET policy** and/or **ADM policy** of the following 11 airlines are now available for download in BSPlink. We urge you to download and to share with your colleagues asap:

AA, AI, BD, CX, GF, KA, MK, NZ, QF, UA, YO

BSP Quick Reference

Update **BSP Quick Reference** (file name: **Quick.xls**) is attached. Please note that an electronic version is available in Abacus, Amadeus, Galileo and Worldspan (TicTas).

E-Ticket – Implementation Status

Please refer to the attached Excel file (file name: **ET-implementation Status.xls**) for latest information on ET implementation.

Thank You for Your Attention.