

A. REFUND APPLICATION

退款申请书

Please complete and submit first two copies
together with supporting document(s) to airline
请填写完表格后, 将本表第一、二联并相关凭证送交航空公司

FROM (Agent)
代理人名称

TO (Airline)
航空公司

Passenger Name
旅客姓名

Reasons for refund
退款理由

USED TRANSPORTATION (DATE/FLIGHT No./ ROUTING)
已用航段 (日期/航班号/航段)

☐ VOLUNTARY 自願 ☐ INVOLUNTARY 非自願

☐ UNUSED 未使用 ☐ OTHER 其他

Remarks 说明

DOCUMENTS ENCLOSED FOR REFUND
所附退款票证

AIRLINE 航空公司	SERIAL No./S 顺序号	CPN No./S 票联
.....
.....
.....

Copy of all conjunction documents must be submitted. If ticket covers are unavailable or illegible, please enclose photocopies of the issuing office coupons which will be returned with the authority to refund.

请将整套相关机票的复印件送交航空公司。如果没有客票封面或难以辨认, 请附上出票人联影印件, 此影印件将同授权书一起退回代理人处。

ORIGINAL DOCUMENT

原始票证	
Airline	Serial No./S
航空公司.....	顺序号.....
Date and Place of Issue	
出票日期/地点.....	
Form Payment	
付款方式.....	
Credit Card Code/Account No.:	
信用卡代号/帐号.....	

Agent's Telephone No. and Contact Person:
代理人电话和联系人:

Agent's Signature 代理人簽章	Date 日期
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Agent's Ref.No.
代理人编号:

B. REFUND AUTHORITY (FOR AIRLINE USE)

退款授权书 (由航空公司填写)

FARE CONSTRUCTION REASSESSED AS FOLLOWS: 运价再计算

4 0200362

FARE PAID 原付票款金额		FARE USED 已用航段金额		PASSENGER NAME 旅客姓名	
				A/L CODE 航空公司代号	REFUNDED TICKET/MPD NUMBER 退款客票杂费证号码
				CK	CPN.No./S 票联
GROSS REFUND 退款金额					
Add Tax(es) 加税金					
Less Commission 减手续费	%			Refund by 退款单位	
Other Deduction 其他减项	-			Date 日期	
NET REFUND 退款净额				Airline Authority/Reference 航空公司授权编号	

WHEN COMPLETED THIS STUB MUST BE DETACHED AND ATTACHED BEHIND THE RETURNED NOTICE
撕下存根附在退换通知书后面。

(Airline Validation)
航空公司签章

Airline Authority/Reference
航空公司授权/编号