# <u>South Pacific - Temporary Suspension of Service - Update 7 - Schedule Change</u>

Update: 05/08/2020

Issued: March 16, 2020

Update 7: May 8, 2020

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## Modified Basic Economy Restrictions

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Extend Customers Ticketed On/Before

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Clarified Reissue Policies

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# **Travel Agency Guidelines**

American Airlines is offering protection for our ticketed customers who may be impacted by the temporary suspension of service as indicated in the grid provided in the notice as the result of the Novel Coronavirus.

#### Affected Airports:

All airports affected by the temporary discontinuation of service to/from the following countries:

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#### Australia

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New Zealand

Please be guided by the following information:

AA (001) Tickets Agency Procedures for Service Between the United States and Australia / New Zealand				
All Fares Published/Private/Leisure				
Customers Ticketed On/Before:	May 31, 2020			
Effective for Ticketed Travel Dates:	Beginning March 1, 2020 through the Suspended Travel Date range for the applicable market  See Temporary Suspension of Service –  Market Detail for suspended travel dates			
New Travel Dates:	Allowed now through December 31, 2021*  *For travel beyond ticket validity, see –  Coronavirus Global Flexibility Waiver - Travel  Notice Exception Policy			
Reissue Ticket On/Before:	Same day as flight rebooking See Reissue Policy Information			
Change Origin / Destination:	Allowed  Change fee is waived Fare difference applies  See Changes to Origin/Destination and Reissue Policy Information			
Itinerary Changes Maintaining the Same Origin and Destination:	Allowed  May protect on the following OA Partners:  • AA*/QF  • QF Prime  Must confirm that you received a record locator or OSI acknowledgement from the other carrier  See Rebooking - Exception to Fare Rules			
Endorsement Box Requirements	SKCHG/SPSUSP			
(ticket must be exchanged)  Temporary Suspension of Service - Market Detail	See <u>Temporary Suspension of Service</u> <u>– Market Detail</u> below			

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Refund	See Refund Policy for available options
Customer Contact Information:	Ensure the customer's telephone contact
	number and/or email address are updated
	in the reservation

## Changes to Origin/Destination - Allowed\*

Waive Change Fee

For any changes made to the origin or destination, difference in fare will apply

Changes to Connection and/or Stopover city are permitted, fare difference applies

Effective for exchanges beginning March 23, 2020, if the new itinerary price is lower than the price on the original ticket, the residual amount may be refunded by:

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ARC agencies may issue residual value as an MCO

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BSP agencies may apply for the residual value voucher through their BSPLink Refund Application (RA)

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The voucher will be issued in the name of the person on the ticket and mailed to the agency

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\*Note: Change to Country of origin may be allowed if the fare on the new itinerary is published in the same currency as the ticketed fare. Leisure fares may be restricted to specific regions

# **Reissue Policy Information**

reissue, provided the below guidelines are met and applied:

American Airlines will waive change fees and travel agents may rebook and Affected itinerary includes flights on: AA\*/AY, AA\*/BA, AA\*/IB, AA\*/JL, AA\*/QF Ticket issued on the following ticket stock: AA 001 only Applies to AA\*/oneworld flights-The first departure flight is more than 3 hours away Affected coupons are in OK status

Ticket reissuance must be in accordance to dates identified in the Suspension of Service policy

In order to qualify for an even exchange, the new itinerary must be booked in the original ticketed inventory or equivalent RBD for the codeshare carrier. Reissue ticket at original ticketed fare

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Any change made to the origin or destination, a difference in fare will apply

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More than one exchange is allowed within the suspension dates for the applicable ticketed market

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Original issuing agency responsible for ticket reissue

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Ticket Revalidation not permitted

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Changes outside of these guidelines are subject to the reissue rules of the ticketed fare. This includes any applicable additional collection for fare difference

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Basic Economy Short-haul or Long-haul may be upgraded to main cabin or higher cabin fare if another BE fare is not available

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Please ensure the above procedures are accurately followed to prevent debit memo issuance

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# Rebooking - Exception to Fare Rules

The below Fare Rule exceptions apply to date, flight, or time changes to the ticketed origin/destination only.

All fare rules apply, except:

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Advance Purchase requirement waived

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Minimum/Maximum Stay requirement waived

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Seasonality waived

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Day / Time restrictions waived

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If ticketed inventory or equivalent RBD is maintained, even exchange applies, agency may reissue ticket at original ticketed fare

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As with any schedule change, you may always maintain the original length of stay, keeping the unaffected segments in the original class of service (inventory). This change must occur at the time of the affected exchange.

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### **Endorsement Box Requirement**

## **Endorsement Box Policy**

Annotate new ticket with:

SKCHG/SPSUSP

The above annotation is only required on the new ticket and supersedes required verbiage for the fare ticketed

Reissue: New ticket will have the same fare/fare basis as original ticket

Penalty: Change fee does not apply

## **Group Tickets**

Please contact Group and Meeting Travel or the Meeting Services Desk for assistance

## **Refund Policy**

Note: To qualify for refund, customer must have been Holding Confirmed (HK) at the time of the suspension

Schedule Change – Flight is Canceled Refund Request			
Type of Fare	Agency Procedures for Suspension of Service between U.S. and Australia / New Zealand		
Travel agencies may refund to original form of payment:  Non-Refundable Fare	Tickets will be refunded to the original form of payment (FOP)		

- Refundable Fare with cancellation Fee
- Basic Economy Fare
- Bulk/Opaque Fare Note:
   Tickets issued as Bulk (BT zero dollar ticket) must be referred back to the wholesaler/consolidator for refund, or may request refund from www.refunds.aa.com

 Cancellation Penalty Fee and Change Fee is waived

Note: If the ticketed flight falls within the Effective Travel Dates, the ticket is eligible for refund

 If not already cancelled, be sure to cancel the space prior to submitting for refund

#### **Refund in GDS**

ARC/IAR - Refund Exchange Notice (REN) and/or BSPLink - Refund Application (RA) Request must reflect:

#### U.S. agencies processing through ARC:

- Preferred Method: process through your GDS
- If unable to process through your GDS: may submit through ARC/IAR Refund Exchange Notification (REN) using the waiver code: SCRFND/SPSUSP

## International agencies processing through BSPLink:

- Preferred Method: process through your GDS
- If unable to process through your GDS: may submit through BSPLink Refund Application (RA) using the waiver code: SCRFND/SPSUSP

Penalty: Change fee does not apply

Note: If the ticket has been exchanged by American as an INVOL submit the refund request directly with American. Refer to American Airlines Refunds.

## Temporary Suspension of Service – Market Detail

\*Note: Suspended Travel Dates are subject to change

Affected Airport	U.S. Airport	Schedule Change	Expected Resumption of Service
AKL	LAX	Suspension	October 23, 2020
SYD	LAX	Suspension	October 23, 2020

#### **Additional Suspensions**

Affected Airport	U.S. Airport	Schedule Change	Expected Resumption of Service
AKL	DFW	Delayed Inaugural	Winter 2021
CHC	LAX	Delayed Inaugural	Winter 2021

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