

Asia – Suspension of Service – Update 13

Update: 07/14/2020

Issued: March 16, 2020

Update 11: July 15, 2020

- Add Co-terminal/MAC Airport details

Travel Agency Guidelines

American Airlines is offering protection for our ticketed customers who may be impacted by the temporary suspension of service between the U.S. and Asia as indicated in the grid provided in this notice.

Affected Airports:

Specified airports affected by the temporary discontinuation of service to/from the following regions:

- China
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- Hong Kong
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- Japan
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- Korea Republic

Please be guided by the following information:

AA (001) Tickets Agency Procedures for Service Between the United States and Asia All Fares Published/Private/Leisure	
Customers Ticketed On/Before:	September 30, 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
Co-terminal/MAC Airport	Allowed
Itinerary Changes Maintaining the Same Origin and Destination:	Allowed See Rebooking - Exception to Fare Rules
Endorsement Box Requirements (ticket must be exchanged)	SKCHG/ASIASUSP
Temporary Suspension of Service - Market Detail	See Temporary Suspension of Service – Market Detail below
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
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- For any changes made to the origin or destination, difference in fare will apply
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- Changes to Stopover city are permitted, fare difference may apply
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- 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:
 - - 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

- *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

- American Airlines will waive change fees and travel agents may rebook and reissue, provided the below guidelines are met and applied:
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- Affected itinerary includes flights on: AA*/AY, AA*/BA, AA*/IB, AA*/JL, AA*/QF
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- Ticket issued on the following ticket stock: AA 001 only
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- Applies to AA*/**oneworld** flights
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- The first departure flight is more than 3 hours away
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- Affected coupons are in OK status
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- Ticket reissuance must be in accordance to dates identified in the Suspension of Service policy
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- 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:

- 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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Co-terminal and MAC Airports

- **Changes to co-terminal and MAC airports on AA Prime and AA*/Codeshare flights are allowed**
- - Co-terminal & MAC Airports are considered the same routing
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Co-terminal Airports		MAC Airports	
		Chicago	MDW / ORD
		Dallas	DFW / DAL
Houston	HOU / IAH	Houston	HOU / IAH
Los Angeles	LAX / BUR / LGB / ONT / SNA	London	LCY / LGW / LHR / STN
Miami	MIA / FLL	Milan	LIN / MXP
New York City	JFK, EWR, LGA	New York City	JFK / LGA
San Francisco	SFO / OAK / SJC	Paris	CDG / ORY
Washington D.C.	DCA, BWI, IAD	St. Lucia	SLU / UVF
		Tokyo	HND / NRT
		Washington D.C.	DCA / IAD

Endorsement Box Requirement

Endorsement Box Policy	
Annotate new ticket with:	SKCHG/ASIASUSP
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 Asia
<p>Travel agencies may refund to original form of payment:</p> <ul style="list-style-type: none">• Non-Refundable Fare• Refundable Fare with cancellation Fee• Basic Economy Fare• Bulk/Opaque Fare <p>Note: Tickets issued as Bulk (BT zero dollar ticket) must be referred back to the wholesaler/consolidator for refund</p>	<ul style="list-style-type: none">• Tickets will be refunded to the original form of payment (FOP)• Cancellation Penalty Fee and Change Fee is waived <p>Note: If the ticketed flight falls within the Effective Travel Dates, the ticket is eligible for refund</p> <ul style="list-style-type: none">• Please cancel any space prior to submitting for refund
Refund in GDS ARC/IAR - Refund Exchange Notice (REN) and/or BSPLink - Refund Application (RA) Request must reflect:	
<p>U.S. agencies processing through ARC:</p> <ul style="list-style-type: none">• 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/ASIASUSP <p>International agencies processing through BSPLink:</p> <ul style="list-style-type: none">• 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/ASIASUSP <p>Penalty: Change fee does not apply</p>	
<p>Note: If the ticket has been exchanged by American as an INVOL submit the refund request directly with American. Refer to American Airlines Refunds.</p>	

Temporary Suspension of Service – Market Detail

Suspended Travel Dates are subject to change

Note: Service resumption may include connecting service

Affected Airport	Schedule Change	Expected Resumption of Service
HKG	Suspension	July 9, 2020
HND	Suspension	July 7, 2020
ICN	Suspension	July 9, 2020
PEK	Suspension	Summer 2021
PVG	Suspension	October 24, 2020