

退款申请 Refund Application

本人现为旅客 _____(先生/女士) 申请 ACM 退款，旅客的 EMD 号是 _____，申请退还款项为 _____，此 EMD 由卡塔尔航空公司换开，原票号为 _____，出票代理不能自行退票，特向卡塔尔航空公司广州代表处申请协助退款。

I am applying the ACM refund for the passenger _____ (Mr/Ms/Miss/Mstr). EMD Number is _____, applying to refund the sum of _____. This EMD was reissued by QR, the original ticket number was _____. Since the issuing agent can't process the ticket refund which was reissued by the airline, I hereby apply to the Qatar Airways Guangzhou representative office for assistance in refund.

旅客的原机票信息请见附页。

In addition, the original ticket details are as attached for your reference.

支付方式: Form of payment : ACM

代理人国际航协号 BSP/AGENCY CREDIT MEMO IATA NUMBER _____

本人为(原出票代理公司全称) _____ 的职员，代旅客本人处理所有退票事宜，退款金额退回原出票代理的 BSP 账号上。I am the permanent employee of (Travel Agent Name) _____, appointed to apply the refund and the refund amount will be return back to the original form of payment to the issuing agent's BSP account.

此申请表用于由中国代理人出的机票由于被卡航换开导致不能自行操作退票。

申请人签名及公司盖章 (Signature and stamp):

日期 (Date):

联系方式(contact details) :