

OVERVIEW

The Sabre® Global Distribution System (GDS) automatically adds an air accounting line to a PNR when you issue an air ticket or automated MCO. The system uses these automated accounting lines to produce an invoice.

DISPLAY AND DELETE ACCOUNTING LINES

Display PNR accounting field data	*PAC
Display history of accounting field data	*HAC
Delete one accounting line	AC#(accounting line number) AC#1
Delete all the accounting lines in a PNR	AC#ALL
Delete a range of accounting lines	AC#(first line in the range)-(last line in the range) AC#3-5
Delete multiple accounting lines	AC#(line number),(line number),(line number)... AC#1,3,6

MODIFY ACCOUNTING LINES

Change carrier code	AC(line number)/(carrier code) AC1/BA
Change carrier code and commission:	AC(line number)/(carrier code)/(commission amount or percentage) AC1/DL/20.00
Change optional information:	AC(number of ac line)#O/(optional information) AC2#O/CHECK NUMBER 8812

UPDATE TICKET NUMBER IN ACCOUNTING LINES

These formats are valid only for:

- Manual air accounting lines.
- Automated accounting lines on Non Interactive Electronic Ticketing (NIET) airlines.

Update the ticket number	AC(line number)/(10-digit ticket number) AC3/1234567890
Update both the ticket number and optional information	AC(line number)/(10-digit ticket number)#O/(free text) AC3/1234567890#O/SERVICE CHARGES INCLUDED

ADD MANUAL ACCOUNTING LINES

When you need to invoice Car, Hotel, Rail, Sea and 'Other' segments, you must manually add manual accounting lines to the Passenger Name Record (PNR). You may also use the manual accounting line format to correct or re-enter an air accounting line.

Enter a manual air accounting line for a US based agency.

Note: After the initial End Transaction on the PNR, only last 4 digits of the credit card code are viewable – unless you have **CCVIEW** keyword in your EPR. Credit card information is masked on all printed documents.

The system shows the credit card information in this way:

XXXXXXXXXXXXXXXX8207XXXX

AC/(validating carrier code)/(ticket number plus check digit)/(commission amount or percent)/(base fare)/(all taxes)/(fare application ONE, PER or ALL)/(form of payment CK, CA, CC or CX and name number and name if fare application is ONE)/(number of conjunct documents)/(tariff basis D, F or T)-(optional free text)

**AC/UA/12345678901/P10/99.00/7.64/ONE/CCAX378700000000
000 1.1ANDREWS J/1/D-INCLUDES SERVICE CHARGE**

Verify the check digit for transitional ticket stock

W/TATKT(ticket number)
W/TATKT8732872205

Verify the check digit for ATB ticket stock

W/TATKT(validating carrier number)(ticket number)
W/TATKT0128732872205

Display a sample air accounting line

AC*AIR

Note: the system displays the format for your specific market. For example, the BSP Canada Bermuda agencies display includes how to input GST and VAT taxes.

Display a sample accountable document accounting line
(for example, MCOs)

AC*DOC

Display accounting line help screen for supplier segments

AC*SUP

Display accounting line help index

AC*HELP

"DIG UP" (DU) TABLES

Use these references to find the correct codes to use in your accounting line formats.

Display list of charge descriptor codes

DU*/ACT

Display list of hotel chains and room types

DU*/HTL

Display list of car companies and car types

DU*/CAR

Display list of tour operators and accommodations

DU*/TUR

Note: for a complete list of the DU tables; see the *Format Finder* reference **codfo014**, Decode Encode section.

ADDITIONAL REFERENCES

Additional quick references and interactive tutorials are available on the Web at <http://agencyeservices.sabre.com/> under the Training menu. You may also find additional information in the *Format Finder*SM help system. Use these keyword combinations or formats in your Search request:

List keyword combinations or formats that display the most appropriate topic listings