



University Of Auckland
Private Bag 92019
Auckland Mail Centre 1142
New Zealand

Booking #: 1844794
Date: 15-Jul-2016
Consultant: Avijeet Kaur 09 375 3961
Email: Avijeet.Kaur@apx.co.nz
Ordered by: Harsant/Kate Ms
PNR Ref: TZZNFZ

Itinerary for Ms YUWEN ZHANG

Booking Details:

Booking Number: 1844794
Sabre PNR: TZZNFZ

Consultant: Avijeet Kaur 09 375 3961
Date: 15-Jul-2016

Company Information:

Ordered by: Harsant/Kate Ms
Uniservices/Conexa PO 1 BN0000001987

Cost Centre: UOA BIOENG

PLEASE NOTE:

Photo ID may be required at check-in and must match the name on your itinerary.

Please check your itinerary and advise us of any changes or incorrect reservations. If tickets are not issued within the ticketing deadline the fare may expire and a new booking will need to be made. Please check fare rules below for amendment and cancellation penalties. Flight timings can change; we recommend you phone the airport to check your departure time.

As airlines close check-in 30 minutes prior to Domestic departures, APX recommends checking in at least 45 minutes prior

You MUST allow a minimum of 60 minutes check-in time for your Jetstar flight. Jetstar operate a very strict check-in policy and the check-in counters close 30 minutes prior to flight departure regardless of your position in the queue.

MINIMUM CONNECTION TIMES:

The below flights are booked according to the airline specified minimum connecting times. If you would like to amend your connecting times, please let your consultant know. However shorter than recommended connecting times are taken at the travellers risk. The airlines and APX will not accept any responsibility for missed connections if requested to be booked under the minimum connection time.

Flight

JQ 373

Mon 29 August	8:50AM	Depart:	AUCKLAND (DOMESTIC TERMINAL)		
Mon 29 August	10:15AM	Arrive:	NELSON		
		Airline:	JETSTAR AIRWAYS PTY LIMITED		
		Operated by:	EAA FOR JETSTAR AIRWAYS		
		Flight Time:	1 hours and 25 minutes	Aircraft:	DH3
		Service:	Economy Class	Airline Pnr:	W6K8XE
		Seat(s):	Assigned by airline	Status:	Confirmed

Flight		JQ 376	
Thu 1 September	5:05PM	Depart:	NELSON
Thu 1 September	6:30PM	Arrive:	AUCKLAND (DOMESTIC TERMINAL)
		Airline:	JETSTAR AIRWAYS PTY LIMITED
		Operated by:	EAA FOR JETSTAR AIRWAYS
		Flight Time:	1 hours and 25 minutes
		Service:	Economy Class
		Seat(s):	Assigned by airline
		Aircraft:	DH3
		Airline Pnr:	W6K8XE
		Status:	Confirmed

To view your itinerary online visit www.TripCase.com/login, and log in using your email address and password. Enter your reservation code of TZZNFZ and your last name to import your booking.

Ticket Numbers:		
ZHANG/YUWEN Ms	041 W6K8XE	Jetstar Airways Pty Limited AKL/NSN/AKL

20kg Checked baggage has been included in your booking. Please refer to the Jetstar website below for further information on checked baggage.
<http://www.jetstar.com/nz/en/planning-and-booking/baggage/checked-baggage>

If you wish to upgrade your baggage allowance, please contact your APX Consultant prior to airport check-in.

BOOKING CONDITIONS:

AUTHORISATION:

Once your booking has been authorised by the relevant UOA Approver, your ticket will be issued and final documentation sent to yourself or your travel co-ordinator. No further payment action is required by staff for travel funded by the University of Auckland - charges will appear on the monthly-consolidated invoice sent to Finance.

PERSONAL TRAVEL:

It is essential that the specified payment date is adhered to and your preferred payment method advised no later than the date/s indicated above. Your costing is inclusive of applicable University discount and is valid for payment by cash or cheque. If you wish to pay via direct bank transfer, please ask for details. A service fee may apply if you wish to pay by credit card.

AIRLINE TICKET CHANGES:

If you are travelling on a discounted air ticket, cancellation and/or amendment fees are levied by the airlines. These can be quite substantial depending on the time of your cancellation and/or amendment. Please check with your APX consultant or the local office of the airline concerned.

IMPORTANT INFORMATION

SECURITY:

* Sharp items and cutting implements must be packed in checked baggage. Medical needles and syringes are exempt if accompanied with appropriate documentation.

BAGGAGE ALLOWANCE: additional information may be viewed at <http://luggagelimits.com/>

Your baggage allowance is dependant on the airline you're travelling on, the class of travel and the destination you're travelling to. Please contact the airline(s) direct or your consultant for further baggage information

SEAT REQUESTS:

Any seat numbers advised are on a request basis and are subject to airline confirmation at check-in.

FREQUENT FLYER MEMBERS:

If you have provided your membership details, these will automatically be passed to all airlines. However -

- * Check your frequent flyer number appears on your boarding pass and if not, advise the airline immediately.
- * Retain all boarding passes / ticket stubs so you can reconcile your next statement.

* In the event of a discrepancy or if you do not receive a statement please contact the airline concerned without delay.

* Most programmes require all claims to be settled within six months of your first International flight.

HOTEL ACCOMMODATION:

If your booking includes hotel reservations note that this has been guaranteed by APX and the University of Auckland. Unless otherwise specified, charges will be billed back to APX on a 'room only charge back' so please settle your account for any extras upon check-out.

Most hotels have a cancellation policy of 4-6pm on the day of arrival so to avoid unnecessary charges being billed please ensure you advise APX or the hotel of any changes / cancellation requirements in a timely fashion. The hotel is otherwise entitled to charge one night's accommodation.

CANCELLATION OF RENTAL VEHICLES:

If you amend your rental car contract after the vehicle has been collected, please be aware that you now have to deal with the rental company directly yourself and they will inform you of charges. We can no longer amend bookings on your behalf after you have picked up your vehicle.

CONTACT DETAILS:

In the event of flight rescheduling or flight cancellation it is important that we have your correct home, work and mobile telephone details on file so that you can be contacted. If you have not already done so, please advise us of these details.

AFTER HOURS:

APX office hours are 8.00am to 5.30PM, Monday to Friday. For service outside these hours please phone +649 3029720 and listen for instructions.

We wish you an enjoyable, safe journey and thank you for booking with ATLANTIC PACIFIC AMERICAN EXPRESS.