

B2B Users Instructions Travel Agencies

Czech Airlines



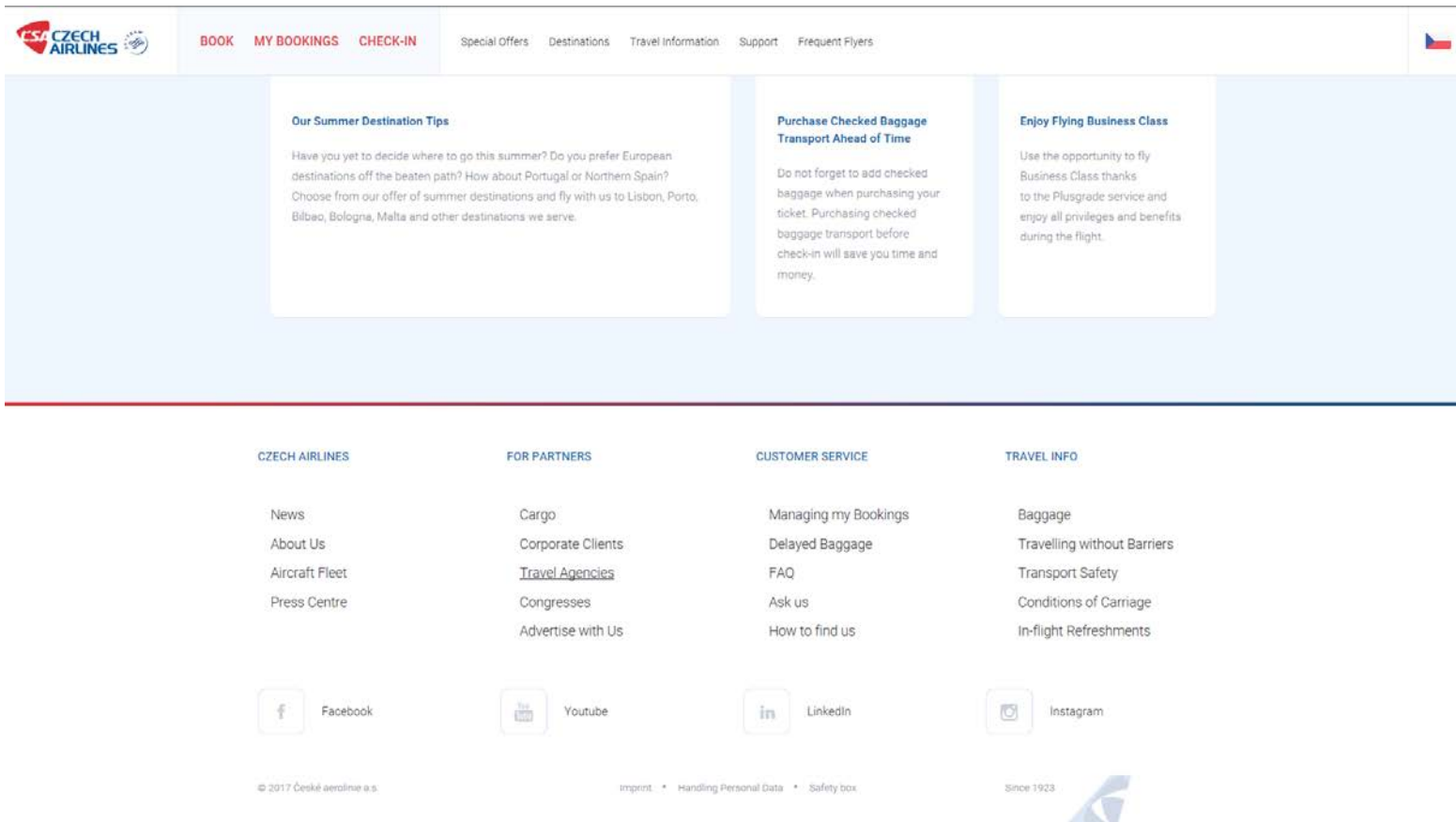
Czech Airlines B2B – General Overview

The B2B Tool Offers :

- Access without registration fee
- Individual service charge
- Option of purchasing tickets 24/7 irrespective of opening hours and sales point
- Several payment options specific to the Czech Republic sales
 - **Payment Cards:** we accept VISA, MC, Amex, DC, UATP
 - **Online Payments:** ePayments
 - **Alternative Online Payments** at specific markets: Ideal, Sofort, UnionPay, Alipay
 - **Bank Transfers:** available minimum 7 days prior to departure
 - **Cash Payments:** available minimum 15 working days prior to departure (reservations are valid for 3 days)

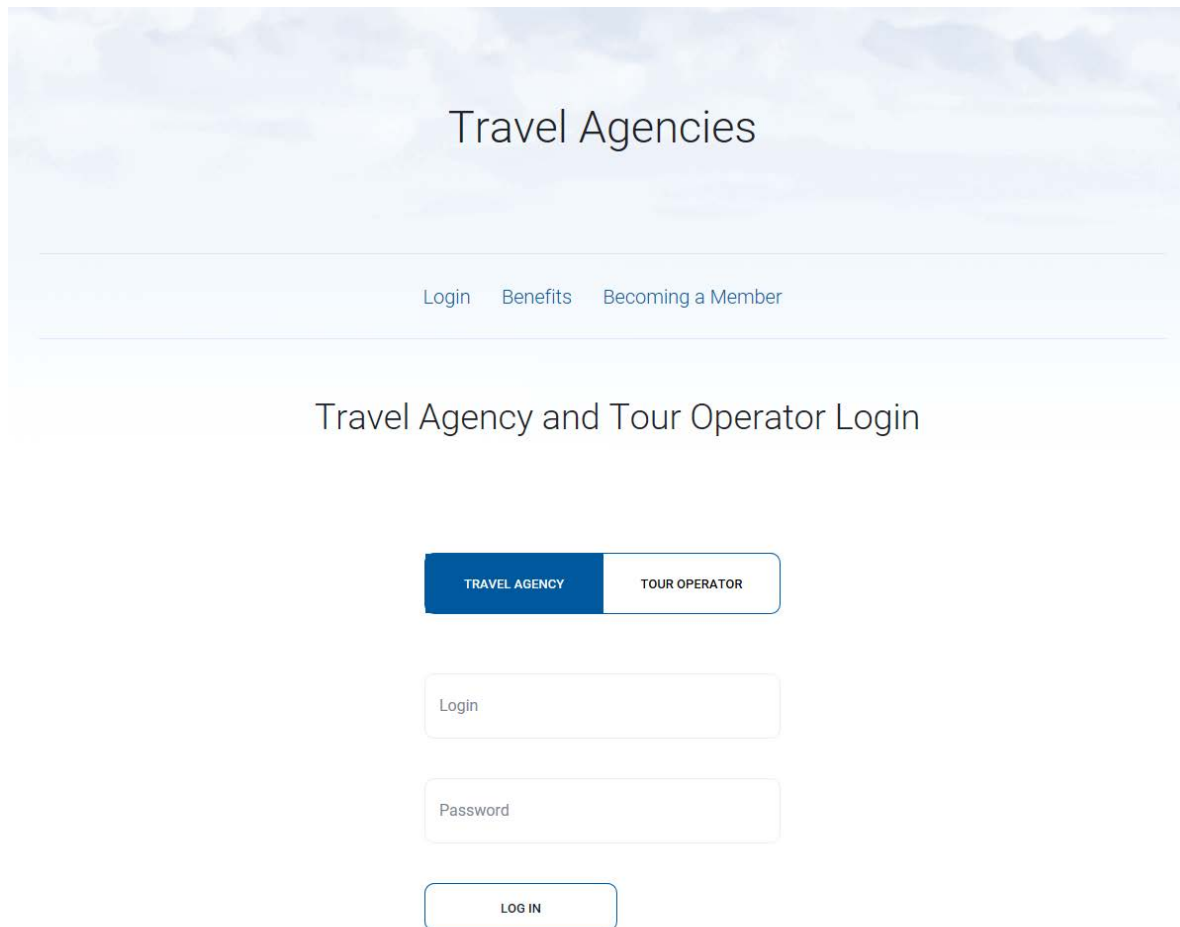
Czech Airlines B2B – Step by Step

- Click the “Travel Agencies” link on the “For Partners” Section’s Footer of the www.czechairlines.com website



Czech Airlines B2B – Step by Step

- Please fill in your username and password



The screenshot shows the 'Travel Agencies' login page. At the top, there is a navigation bar with links for 'Login', 'Benefits', and 'Becoming a Member'. Below this, the main heading is 'Travel Agency and Tour Operator Login'. There are two tabs: 'TRAVEL AGENCY' (selected) and 'TOUR OPERATOR'. Below the tabs are two input fields: 'Login' and 'Password'. At the bottom of the form is a 'LOG IN' button.

Czech Airlines B2B – Registration Form

- Please fill in the [registraton form](#) and click the “Submit” button to create new account

Registration Form for Travel Agencies and Tour Operators

Create Account ∧

Company Name *	IATA number
Language of communication	<input checked="" type="button" value="Czech"/> <input type="button" value="English"/>

Primary Address ∧

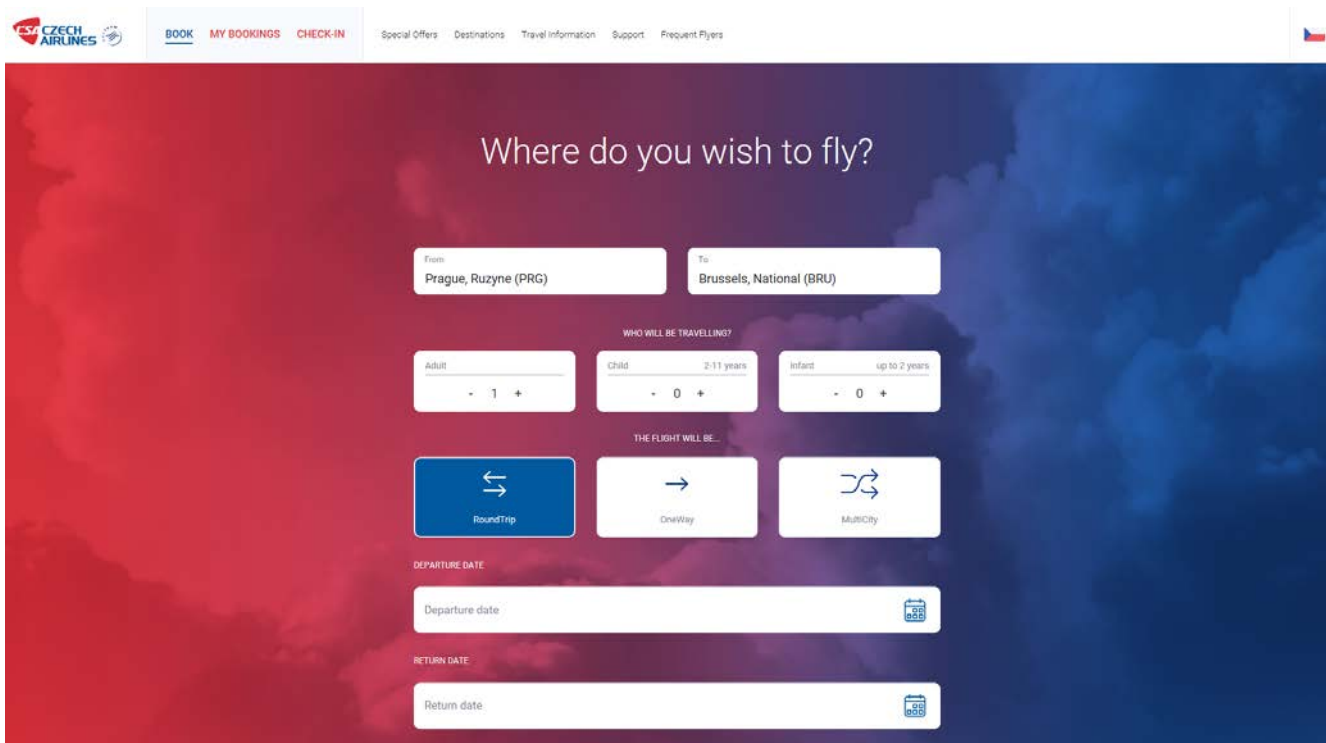
Street *	City *
Zip code *	Country * Choose one

Primary user ∧

Title	<input checked="" type="button" value="Mr."/> <input type="button" value="Mrs."/> <input type="button" value="Lady"/>
First name *	Surname *

Czech Airlines B2B – Booking


- To purchase a ticket, please select the type of ticket (one way/return), place of departure and destination, travel dates and the number of passengers. Then select the “Search Flights” option:



The screenshot shows the Czech Airlines booking interface. At the top, there is a navigation bar with the airline logo, 'BOOK', 'MY BOOKINGS', and 'CHECK-IN' buttons, along with links for 'Special Offers', 'Destinations', 'Travel Information', 'Support', and 'Frequent Flyers'. A language selector shows 'CZ' and 'EN'. The main heading is 'Where do you wish to fly?'. Below this, there are input fields for 'From' (Prague, Ruzyně (PRG)) and 'To' (Brussels, National (BRU)). A section titled 'WHO WILL BE TRAVELLING?' contains three input fields for 'Adult' (1), 'Child' (0, 2-11 years), and 'Infant' (0, up to 2 years). Below this is a section titled 'THE FLIGHT WILL BE...' with three buttons: 'RoundTrip' (selected), 'OneWay', and 'MultiCity'. At the bottom, there are input fields for 'DEPARTURE DATE' and 'RETURN DATE', each with a calendar icon.

Czech Airlines B2B – Flight Selection

Please select the requested flight, travel class and price package, then click the “Continue” button:


Phone No.: +420 284 000 605

1 Selection
2 Shopping Cart
3 Payment
4 Summary

Prague, Czech Republic (PRG) - Brussels, Belgium (BRU)
[Charges](#) [Currency convertor](#) [Help](#)

Departure

Prague - Brussels

< -3 days
Mo 28 Jan 6,199 CZK
Tu 29 Jan 1,898 CZK
We 30 Jan 1,898 CZK
Th 31 Jan 1,659 CZK
Fr 01 Feb 1,898 CZK
Sa 02 Feb X
Su 03 Feb 2,954 CZK
> +3 days

Prague (PRG)	Brussels (BRU)	Economy	Business
06:55 <small>1hr 30min 0 stops</small>	08:25 <small>Czech Airlines</small>	from 1,659 CZK	from 7,764 CZK
17:40 <small>1hr 30min 0 stops</small>	19:10 <small>Czech Airlines</small>	from 2,420 CZK	from 7,764 CZK

Return

Brussels - Prague

< -3 days
Th 31 Jan 2,596 CZK
Fr 01 Feb 2,871 CZK
Sa 02 Feb X
Su 03 Feb 1,576 CZK
Mo 04 Feb 2,073 CZK
Tu 05 Feb 2,073 CZK
We 06 Feb 1,815 CZK
> +3 days

Brussels (BRU)	Prague (PRG)	Economy	Business
19:50 <small>1hr 25min 0 stops</small>	21:15 <small>Czech Airlines</small>	from 1,576 CZK	from 7,681 CZK

START OVER
PREVIOUS
CONTINUE



Czech Airlines B2B – Price Packages

Click the “i” icon besides the price package and compare the offer under the individual packages.

Overview		Economy LITE	Economy PLUS	Economy FLEX	Business LITE	BUSINESS
BAGGAGE	Cabin Bag	✓ 1 x 8 kg	✓ 1 x 8 kg	✓ 1 x 8 kg	✓ 2 x 8 kg	✓ 2 x 8 kg
	Small Personal Item	✗	✓ 1 x 3 kg	✓ 1 x 3 kg	✓ 1 x 3 kg	✓ 1 x 3 kg
	Checked Bag	€ from 650 CZK	✓ 1 x 23 kg	✓ 1 x 23 kg	✓ 2 x 32 kg	✓ 2 x 32 kg
SEAT	Seat Selection	€ from 130 CZK	✓	✓	✓	✓
	Preferred Seating	€ from 260 CZK	€ from 260 CZK	€ from 260 CZK	✓	✓
AIRPORT	SkyPriority***	✗	✗	✓	✓	✓
	Lounge in Prague	€ from 480 CZK	€ from 480 CZK	€ from 480 CZK	✓	✓
REFRESHMENTS	Light Snack	✗	✗	✓	✗	✗
	Gourmet Menu	€ from 260 CZK	€ from 260 CZK	€ from 260 CZK	✓	✓





Czech Airlines B2B – Booking Details

The Booking Details are displayed after you have selected the flight, tariff and price package. Please click the “Book” button once the displayed selection is correct.

Reservation details

Prague, Czech Republic (PRG) Journey type: RoundTrip Passengers: 1x Adult
 Brussels, Belgium (BRU)

Your selected flights

Departure flight		Return flight	
Departure	Prague (PRG) 2017/Jul/23 17:40	Departure	Brussels (BRU) 2017/Jul/28 09:10
Arrival	Brussels (BRU) 2017/Jul/23 19:10	Arrival	Prague (PRG) 2017/Jul/28 10:35
Flight duration	1hr 30min	Flight duration	1hr 25min
Stops	0 stops	Stops	0 stops
OK Plus Miles	1313	OK Plus Miles	150
Flight	OK 0636 	Flight	OK 0631 

Price for airticket for all passengers incl. taxes and fees

Passenger	Base amount	Fuel surcharge	Taxes and fees	Fee	Total amount
1x Adult	10,465 CZK	1,775 CZK	1,321 CZK	270 CZK	13,831 CZK

Total price: **13,831 CZK**

START OVER
PREVIOUS
CONTINUE

Czech Airlines B2B – Purchasing Additional Services



Select additional services to be added to the purchase and click the “Continue” button.

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1 Selection 2 Shopping Cart 3 Payment 4 Summary

Prague, Czech Republic (PRG) - Brussels, Belgium (BRU) [Charges](#) [Currency converter](#) [Help](#)

Buy additional services

Your Baggage

price from 25 EUR

The ticket price for each passenger includes following free baggage allowance:

Departure

- Cabin baggage 1 piece (8 kg)
- Checked baggage 0 piece (23 kg)
- Small Personal Item 0 pc (3 kg)

Return

- Cabin baggage 1 piece (8 kg)
- Checked baggage 1 piece (23 kg)
- Small Personal Item 1 pc (3 kg)

[ADD BAGS](#)

Choose your favourite seat

Choose your seat on board and feel most comfortable during the flight.

[CHOOSE SEAT](#)

Gourmet Menu

price from 10 EUR

Make your flight even more enjoyable by ordering a breakfast or a hot or cold menu to be enjoyed on board.

[CHOOSE MEAL](#)

Lounge

price from 18 EUR

Shorten your time while waiting for your flight in the pleasant environment of lounge.

[CHOOSE LOUNGE](#)

Reservation details

Flight ticket
Prague, Czech Republic (PRG)
Brussels, Belgium (BRU)
Journey type: RoundTrip
Passengers: 1x Adult

Departure - OK 0630

Prague (PRG)
31.1.2019 06:55
Brussels (BRU)
31.1.2019 08:25

Czech Airlines - OK 0630
1hr 30min
0 stops

Return - OK 0637

Brussels (BRU)
03.2.2019 19:50
Prague (PRG)
03.2.2019 21:15

Czech Airlines - OK 0637
1hr 25min
0 stops

Ticket price:
3,915 CZK

Total price:
3,915 CZK

Czech Airlines B2B – Passengers and Payments

- Fill in the passenger data, contact details and membership programme details.

Phone No.: +420 284 000 605

1 Selection 2 Shopping Cart 3 **Payment** 4 Summary

Prague, Czech Republic (PRG) - Brussels, Belgium (BRU) [Help](#)

Fill-in the passenger and contact info and preferred form of payment

Passengers

Adult #1

Title * Frequent flyer program

First name * Card number (optional)

Surname *

Contact details

Czech Phone No. #1 * Czech Phone No. #2 (optional)

E-mail * Czech FAX (optional)

OK Plus Corporate
 No Yes

Form of payment

Reservation details

Flight ticket
 Prague, Czech Republic (PRG)
 Brussels, Belgium (BRU)

Journey type: RoundTrip
 Passengers: 1x Adult

Departure - OK 0630
 Prague (PRG)
 31.1.2019 06:55
 Brussels (BRU)
 31.1.2019 08:25
 Czech Airlines - OK 0630
 1hr 30min
 0 stops

Return - OK 0637
 Brussels (BRU)
 03.2.2019 19:50
 Prague (PRG)
 03.2.2019 21:15
 Czech Airlines - OK 0637
 1hr 25min
 0 stops

Ticket price:
3,915 CZK

Total price:
3,915 CZK

Czech Airlines B2B – Passengers and Payments

- Select the method of payment and fill in the requested data.
- Add the “Acknowledgement” and select the “Confirm” option.

OK Plus Corporate

Ne Ano

Způsob platby

<input type="radio"/> Bank transfer Bankovní převod	<input type="radio"/> MasterCard MASTERCARD	<input type="radio"/> MAESTRO MAESTRO
<input type="radio"/> VISA VISA	<input type="radio"/> Diners Diners	<input type="radio"/> AMERICAN EXPRESS AMEX
<input type="radio"/> Platba v hotovosti	<input type="radio"/> ePlatby EPLATBY	<input type="radio"/> UATP UATP

2h 25min
bez mezipřistání

Cena letenky:
3 714 CZK

Celková cena:
3 714 CZK

- Jakákoliv změna data cesty, země vydání letenky, délky pobytu, data prodeje, věku cestujícího nebo směrování může vést ke změně již vypočtené ceny letenky.

Souhlasím s účastí v soutěži Plusgrade a s jejími všeobecnými podmínkami, které jsou uvedeny [ZDE](#). Uvědomuji si, že České aerolinie mohou mnou poskytnuté osobní údaje zpracovávat pro své marketingové účely na základě svého oprávněného zájmu.

Souhlasím se zvoleným termínem, cenou, podmínkami zakoupeného cenového balíčku i [přepravu](#). Uvědomuji si, že vytvořením rezervace dojde ke zpracování mnou poskytnutých osobních údajů. Více o zásadách zpracování osobních údajů v Českých aeroliniích naleznete [ZDE](#).

ZAČÍT ZNOVU
PŘEDCHOZÍ
POTVRDIT

Czech Airlines B2B – Summary

- You will be redirected to the “Summary” page after the payment is successfully processed.
- An e-mail is automatically generated with the booking confirmation number and the date of payment (for cash payments and bank transfers).



Czech Airlines B2B – When Help is Needed

- Please contact our Help Desk (**Mon to Fri between 9 am and 5 pm**) if you need assistance with changes or refunds of tickets issued via the B2B tool:
Tel: +420 220 104 711 E-mail: mailbox.ocr@csa.cz
- You can contact our Contact Centre outside office hours at:
Tel: +420 284 000 609 E-mail: kcinfo@csa.cz.
- Please do not hesitate to contact your Account Manager with additional questions.
- In the case of technical issues and queries, please contact us at: b2b@czechairlines.com.

Thank You for Your
Attention and Enjoy
Successful Sales!

