



**QUICK REFERENCE GUIDE
FIRST CAR RENTAL: VENDOR CODE FR**

Car Availability and Rates (CAL)

Search qualifiers enable customization of the availability request based upon individual traveler preferences.

Example: CAL15SEP-20SEPCPT/FR/ARR-1600.PVMR/DT-0900/CD-FRABC123

.ICMR+IDAR	Car code (up to 4)
.I	Car Size
/CD-FRABC123	Corporate Discount number - Contact your First Car Rental Area Manager for respective CD number to drive any custom agreed rates. Or simply book the special rates available without a CD number.
/DO-CPT or /DO-FRCPTC01	One-way rental
/UNL	Unlimited mileage only

Rate Rules (CAV)

CAVA1	Display rules from line 1 of availability
CAVS2	Display rules from sold car segment 2

Descriptive Details (CAD)

CADFR	Details menu for car company
CADFR/AGE	Specific details keyword for car company

Car Sell Entries

N1A3 or 01A3	Sell entry from line 3 of Availability
0CCR	Direct sell option - Note: A name field must be entered in the booking file before selling an Inside Availability or Inside link car
SHORT SELL	0CCRFRNN1CPT20SEP-21SEPCDMR/ARR-0900/DT-0900
LONG SELL	0CCRFRNN1CPT20SEP-21SEPCDMR/ARR-0900/DT-0900/PUP-CPTC01/DO-CPTC01

Direct Sell Booking Procedure

•/BR- and /BS- fields must be inserted in every booking•

Method of payment i.e. Debtors account number or Referral account number). If this field is not inserted into Galileo, the booking will reflect in our system as a miscellaneous booking and this will may cause a delay at the counter for the renter.

Bill Back Bookings :

0CCRFRNN1CPT20SEP-21SEPCDMR/ARR-0900/DT-0900/SQ-NVS/BR-TRA123B/BS-1234567

NB: Ensure that the Bill Back account number and IATA number is inserted. Insert navigation requirements in the SQ field if applicable.

Referral Bookings :

0CCRFRNN1CPT20SEP-21SEPCDMR/ARR-0900/DT-0900/SQ-NVS/BR-TRA123C/BS-1234567

NB: Ensure that the Referral account number and IATA number is inserted.

Field Descriptions

/ARR-	Arrival time
/DT-	Drop off time
/PUP-	Pick up location if downtown
/DO-	Drop off location if downtown
/G- B123456S	First Car Rental Voucher Number (only if you want to use a sequence range for your own purposes, a renter doesn't require a physical voucher, it is up to the agent to advise whether we should honor as a bill back or pay on arrival, see BR entry, the default is pay on arrival)
/CD- ABC123	Contact your First Car Rental Area Manager for respective CD number to drive any custom agreed rates. Or simply book the special rates available without a CD number. Enter PROMO to see if First Car Rental is offering any special promotions for your rental period. Please Note: When entering your CD number in a direct sell entry you should NOT enter the FR prefix as with your availably call .
/BR-	Insert your Commission account number if Pay On Arrival , Debtors account number if on Bill Back . Should the number be the same for both please notify us if BB or POA in the SI field
/SQ-NVS	GPS
/SQ-CSI	Child seat infant
/SQ-CSB	Child booster seat baby (1-3yrs)
/SQ-CST	Child booster seat toddler (4-7yrs)
/SQ-CBS	Child booster seat (up to 12yrs)
/SQ-ADR	Additional driver
/SI-	Remarks field allows maximum 30 characters
/SI-ORD	Order number
/SI-CCN	Cost Centre Number
/SI-TN	Trip number to be inserted
/ID-8001230045086	Renter ID number
/BS-	IATA number

*I ENTER

View voucher in PNR

Modifications and Cancellations

Note: Before modifying a car segment, display basic availability to see if the car group is available. Adding a sell modifier may also change the rate quoted on availability.

CAM	Modifying a car segment
CAM2O/G-B654321S/SI-ORD	Modify in the voucher and order number
CAM2O/BR-TRA123C	Modify in the Debtor or Referral Account number to change method of payment
CAM3D/09DEC-13DEC	Change pick up and drop off date for segment 3
CAM1D/12OCT/ARR-0800	A new date and arrival time for segment 1
CAM2O/ARR-0900	Modify optional field for segment 2
CAM4X/SQ	Cancels the option extras field for segment 4
XC	Cancels all car segments in the booking file
X5	Cancels segment 5

Delivery and Collections

Please Note:

- No deliveries are authorised on credit card, deliveries will only be on account basis.
- The first three letters of the branch code needs to be inserted.
- The account number must be inserted. (/BR-)
- The IATA number must be inserted (/BS-)
- The address and contact number must be inserted.
- If a delivery is required within less than 24hrs (weekdays) of making the booking, please contact our Contact Centre to confirm delivery.

/PU	Delivery closest downtown branch GDS code
/DO – if applicable	Collection closest downtown branch GDS code
/DEL-*A-	Delivery address details
/CTCA	Contact number
/COL-*A-	Collection address details

Delivery and Collection Entry

0CCFRNN1CPT01SEP-15SEPIDAR/ARR-0900/DT-1400/PUP-CPTW01/DO-CPTW01/BS-7700000//BR-TRA123B/SQ-ADR+CSI+NVS/SI-Normal Remarks Entry/DEL-*A-2 Street Address*C-Rondebosch*T-0831231234/COL-*A-2 Street Address*C-Rondebosch*T-0831231234

General Information

Always ensure that your IATA number and Account number is inserted in every PNR. See field description for more info on field to enter.

**FIRST CAR RENTAL CALL CENTRE: 0861 FIRSTCAR
GALILEO SA HELP DESK: 0800 110 747**