

## **EVA AIR/UNI AIR GDS Booking and Ticketing Policy**

### **Effective March 01, 2026**

In order to manage the seat revenue efficiently and prevent the potential loss of sales opportunities for other travel agents, effective from March 01, 2026, ADM will be raised to the Agent who has violated our GDS Booking and Ticketing Policy to collect an Improper Booking Fee, ADM Administration Fee and fare difference. We expect all your cooperation in adhering to these policies.

#### 1. Booking and Ticketing Policy

Any Improper Bookings listed herein, but not limited, is prohibited.

##### **(1) Manipulation for O&D availability and Married Segment Control (MSC Break)**

EVA AIR/UNI AIR provide availability based on Origin & Destination (hereinafter called O&D). Full O&D availability display is required irrespective of whether a reservation involves other airline flights. It is prohibited to manipulate the system violating O&D availability display. Always follow O&D Married Segments Control (MSC) during booking process. Bookings through any manipulations, including separate booking or partial cancelling, before or after EOT to obtain a lower fare seat would be considered fraudulent or abusive booking.

##### **(2) POS Availability Abuse**

EVA AIR/UNI AIR provides availability according to different market. Any improper manipulation of the Point of Sale (POS) to obtain a lower fare, including but not limited to bookings where the Point of Sale (POS) and the Point of Issuance (POI) are in different countries or regions, will be considered an improper booking.

##### **(3) Failure to remove Inactive segments/Passive segments/Waitlisted segments**

Please cancel and remove any Inactive segments, Passive segments or Waitlisted segments at least 24 hours before flight departure. These status codes include, but are not limited to, HX, NO, UN, UC, GK, PK, DS, YK, HL.

##### **(4) Fictitious bookings (Fictitious name, testing PNR)**

Any fictitious booking will be regarded as a non-compliant booking regardless of the purpose is for training reasons or intended seat-occupying.

##### **(5) Duplicate bookings**

Do not create duplicate or illogical bookings for the same passenger. This includes, but is not limited to, duplicate bookings on different RBD, or concurrent flights on or near the same day. EVA/UNI AIR will automatically detect the abnormal and take action to cancel any of duplicates.

## (6) Churning

The practice of repeatedly creating and canceling reservations for the same passenger on the same or a similar itinerary, within the same or different Passenger Name Records (PNRs), four or more times, specifically to circumvent or extend the ticketing time limit, to hold inventory, or to secure a lower booking class, is considered an improper booking practice.

## (7) Time Limit Abuse

It is strictly prohibited to manipulate Time Limit by any practice. The original itinerary should be cancelled when ticket is voided, refunded or revalidated.

## (8) Un-ticketed No Show

Please cancel any un-ticketed bookings at least 3 hours before flight departure. Un-ticketed segments which result in no-show may incur a fee.

## 2. Fees and Fare Difference for Improper Booking

All non-compliant practices listed above, including but not limited, will incur an Improper Booking Fee, ADM Administration Fee and fare difference based on IATA RESO 830a, 850m regardless of whether the ticket is issued or not. Such manipulations will also lead to cancellation of the PNR. The booking/ticketing Agent should take full responsibility for customer's lost. For practices that violate this policy frequently or seriously, EVA AIR/UNI AIR will inhibit the Agent to access to inventory.

Applicable Items	Improper Booking Fee and Fare Difference
(1) Manipulation for O&D availability and MSC Break	• USD 200 or equivalent local currency per passenger, per segment. • Fare difference to the highest Published fare of the cabin.
(2) POS Availability Abuse	
Items (3) through (7) violate other improper booking rules.	USD 15 or equivalent local currency per passenger, per segment
(8) Un-ticketed No Show	USD 60 or equivalent local currency per passenger, per segment

\*\*An additional ADM Administration Fee per ADM will be collected according to EVA Airways//UNI Airways Agency Debit Memo (ADM) Policy.

# **“EVA HOT NEWS”**

### 3. Other Notices

- (1) Agents are responsible for handling queue promptly to ensure grasping all information on time. The message includes any segment status change, confirmation or Time Limit notice.
- (2) Agents must provide passengers' local contact information such as email or mobile numbers via SSR CTCE/CTCM in case of flight schedule change and cancellation.
- (3) Always use the same GDS system to book an itinerary, issue ticket, and report ticket number.

If any further clarifications related to the policy or ADM are required, the Agents may contact our BR/B7 Local Office.

EVA AIR/UNI AIR hereby request all Travel Agencies to make every effort to comply with these policy guidelines to achieve a win-win and sustainable management. We thank you for your continued support of EVA AIR and UNI AIR.

# “EVA HOT NEWS”

## Seat Selection Fees Adjustment

Dear Travel Partner,

EVA Air is pleased to announce the rules and fees adjustments for our chargeable seats as below,

### 1. Effectiveness:

- a. For tickets issue/reissue on/after **01MAR2026**

### 2. Seat selection fees will increase as following,

- a. Short-haul/Long-haul routes (excluding HKG and MFM)

Currency: USD

Cabin	Premium Economy	Economy Class		
Fare Family and Seat Zone	Premium Economy	Standard Seats	Preferred Seats	Extra Legroom Seats
UP	Free	Free	Free	<b>*Short-haul:</b> <b>\$70→\$75</b> Long-haul:\$185
Standard	Free	Free		
Basic	Short-haul:\$30 Long-haul:\$65	Short-haul:\$25 <b>*(window/aisle:\$30)</b> Long-haul:\$55 <b>*(window/aisle:\$60)</b>	<b>*Short-haul:</b> <b>\$35→\$40</b> Long-haul:\$75	Purchase during the flight <b>*Short-haul:</b> <b>\$75→\$80</b> Long-haul:\$210
Discount	-			

### 3. Please refer to GDS for HKG/MFM route and further adjustments details.