

TERMS	DEFINITIONS
ACH	(Automated Clearing House) – name used for Checking payments.
Air	Will display the Air Origin, Date, Arrival Information, Port City, Class, and Departure Information.
Air Deviation	Will represent a change in the Air destination.
Amenities	Will display extras and additional gifts offered.
Amadeus	This is an e-ticketing service that is used for special airline rates.
Auth	Abbreviation used for Authorization; giving of permission.
Back-to-Back	Term used for a Guest booking a Voyage one after another.
Balance Due and Amount	The Gross or Net Balance amount that is due.
Booking	The act of reserving one or more Staterooms on a cruise.
Breakdown	Payments and fees are listed accordingly.
Brochure Fare	Lists the fare amount in the latest brochure.
CAD	Abbreviation used for Canadian Dollars.
Cancel Charges	A fee that lists costs for canceling a sailing.
CC	Abbreviation used for Credit Card (payment method).
Comments	Allows comments to be added to the booking as a reference.
Commission	Amount paid to a Travel Agent for facilitating a cruise booking.
Credits Cards & Payments	Shows Credit Card and Checking info, amounts, and dates.
Cruise Fare	Cost of the actual cruise.
Dep/Bal	Abbreviation for Deposit and Balance.
Deposit Due and Amount	The deposit due along with listed amount.
Direct	Refers to a direct customer making a booking.
Disembarkation	To leave a ship at the end of a cruise.
Documents	Tracking numbers, summaries, and travel documents.
Embarkation	To board the ship at the beginning of a cruise.
Editing	Allows adding, changing, or removing reservation information.
Excursions	Optional tours or activities while ashore.
Extensions	Additional items added to the cruise with extra fees.
Suffix TA	Suffix examples JR, SR, II, III, IV; TA means Travel Agent.
Starboard Side Stateroom	Right-hand side of a vessel when facing forward.
TA Commission	Amount the Travel Agent earns for the booking.
Travel With	Links guests for dining and excursions.
Taxes and Fees	Government taxes and surcharges.
Tendering	Transfer to shore via smaller vessel.
Store Summary	Saves booking info and issues reservation number.
Update	New information added to reservation.
Upgrade	Change to higher Stateroom category.
WL	Waiting List abbreviation; not currently used by Azamara.