



AirTran Airways
5230 Clipper Drive, Suite 100
Atlanta, GA 30349

IMPORTANT UPDATE MESSAGE:

Travel Agent / Agency Incentive
4th Quarter
October 1 – December 31, 2009
Please use the attached log
for recording passengers.

Qualifying agents must be ARC-approved and registered at **airtran.com**.

**airTran.com**



TRAVEL AGENT/AGENCY INCENTIVE

4TH QUARTER (October 1, 2009 – December 31, 2009)

It's easy to earn a round-trip certificate on AirTran Airways. You can earn one certificate, good for transportation to any of our destinations, for every 40 of your passengers who travel during the period October 1, 2009, through December 31, 2009. The itineraries for the 40 passengers should be round-trip, but we will allow two one-ways to count as a round trip. Passengers may be booked in any class of service, and there is a limit of two certificates per agent per quarter. Group bookings (parties of 10 or more) booked through the group desk or passengers traveling on government fares will not be included in calculations. The agency incentive is applicable to individual agent's bookings and cannot be submitted on a cumulative basis. PNRs included in the log will be verified for accuracy, and if any discrepancies are noted, the log and all other PNRs on that log will be invalidated and may not be resubmitted. If your agency is an ARC-approved location, all you have to do is complete the log below and attach a copy of your current and valid IATAN card along with a check in the amount of **\$20.00 per log**, made payable to AirTran Airways. Please allow 15 business days for processing. Certificates will be mailed to the address included on the form. Postmarked no later than January 31, 2010. All completed logs for the qualifying period and processing fee must be mailed and postmarked no later than January 31, 2010, to Travel Agency Incentive, AirTran Airways, 5230 Clipper Drive, Suite 100, Atlanta, GA 30349.

	Passenger Name	AirTran Airways Conf. #	Date Traveled
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

	Passenger Name	AirTran Airways Conf. #	Date Traveled
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			
36			
37			
38			
39			
40			

Name: _____ ARC #: _____ Phone: _____

Agency Name: _____ E-mail Address: _____

Address: _____ City/State/Zip: _____

Signature: _____ Date: _____

Please check if you would like to receive travel agent mailings/e-mails from AirTran Airways.

