Dolphin Dynamics

ABTA 2022 Reports

Customer Guide

Document Amendment History

Date	Comment	Author
2nd December 2022	Customer guide created to accompany 'ABTA 2022' reports which have been released in version 20.028 on 30th November 2022, feature 159221 If you have any questions after reading this guide, please contact Dolphin Support at support@dolphind.com or on 020 8394 6002.	Milav Gandhi
6th February 2024	Steps refined for Section E row 5 – Package as a Travel Organiser	Milav Gandhi

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INTRODUCTION

In 2019 Dolphin created new versions of the ABTA reports to cater for changes to the reporting requirements made by ABTA in line with the 2018 Package Travel Regulations and resulting CAA ATOL changes. The following reports were available in R17.6.31 and above:

1. ABTA Quarterly Turnover Certificate (2019)
2. ABTA Quarterly Turnover Detailed Report (2019)

Further changes have been made to these reports based on feedback from customers & ABTA. The 2019 reports have therefore been replaced with new '2022' reports as detailed below:

1. ABTA Quarterly Turnover Certificate (2022)
2. ABTA Quarterly Turnover Detailed Report (2022) - by Folder
   This is the equivalent of the 2019 detailed report, but with an updated name.
3. ABTA Quarterly Turnover Detailed Report (2022) - by Item Type, Product Code, Financial Vendor
   This is a new report that breaks down each sub section by item type/product code/financial vendor rather than by folder number. Like the 2019 detailed report this report can also be used for troubleshooting purposes, and to view the detail behind any sub-section of the report from a different perspective.

These reports are available from version 20.028 and above.

IMPORTANT NOTES:

- The default 2019 reports will be hidden from version 20.028 onwards. However, any copied versions of these reports will still be visible as it is not possible to automatically hide reports copied by customers. Customers should therefore delete any copied 2019 ABTA reports to keep the report list tidy and easier to navigate through.
- For any customers who were in the process of submitting a quarterly ABTA return and/or in the middle of an ABTA renewal and upgraded to version 20.028 only to find that the 2019 reports are no longer available, we can reenable these for you temporarily. You can then complete the return/renewal using the reports you started the process on, and then start using the 2022 reports thereafter. Please contact Dolphin at support@dolphind.com or on 020 8394 6002 for help on this.
- This document is not a training guide. It is designed to give customers who are already familiar with Dolphin's ABTA reports and also to a certain extent the ATOL functionality/reports an overview of what has changed on the ABTA reports.

WHAT HAS CHANGED?

This list below summarises the key changes made to the ABTA reports:

1. Pricing engine added fees and discounts will now be reported alongside the product they are associated with.
2. Section E.1 - Corporate Turnover (under a General Agreement): Any turnover from a Company folder (under general agreement) that has not been reported under rows 1-10 of section E.1 will now be reported under row 11, rather than Section G - Other Income as was previously the case.
3. Section E.2 - Corporate Turnover (Not under a general agreement): Any turnover from a Company folder (not under general agreement) that has not been reported under rows 12-22 of section E.2 will now be reported under row 23, rather than Section G - Other Income as was previously the case.
4. Any turnover from Leisure & Resale folders that has not been reported under the sections/rows listed below will be reported in the Retail Turnover section > row 10, rather than section G - Other Income as was previously the case:
   - Section B - Packages as a Tour Organiser, ALL rows
   - Section D - Non-Package Principal, Other ATOL & Wholesale Turnover, ALL rows
   - Section F - Retail Turnover, rows 1-9
5. The changes outlined in points 2-4 above will also apply to manually added fees/discounts that were previously being reported in Section G – Other Income. These will now be reported in one of the rows above depending on the folder type (leisure/resale vs. company) and for company folders whether a general agreement exists.
6. Section G – Other Income will now always have a zero passenger count and turnover amount as a result of the changes outlined in points 2-5.
7. Very rarely will a folder have only fee/discount items. In most cases there will also be travel product items in the folder. If the fee/discount is reported on its own the passenger count will be set to 0, to avoid the passenger counts for that folder being inflated. This specifically relates to the following rows:
   - Section E.1 - Corporate Turnover (Under a General Agreement) > row 11 – Other turnover as an agent
   - Section E.2 – Corporate Sales (Not Under a General Agreement) > row 23 – Other turnover as an agent not under general agreement
   - Section F – Retail Turnover > row 10 - Other turnover as an agent
8. Overall passenger counts will be lower in the 2022 reports as a result of the changes outlined in points 1 and 7. This has reduced the duplication of passenger numbers in the report when a folder is reported across multiple rows in the reports.
9. Turnover from to payable to vendor bookings where only the commission is included in turnover is now included in the ABTA report.
10. The report now supports the following previously unsupported rows:

Section	Newly Supported Rows
Section D - Non-Package Principal, Other ATOL & Wholesale Turnover	Row 8 - Wholesale (Principal To Principal)
Section E.1 - Corporate Turnover - (under a General Agreement)	Row 3 – ATA Flight Only Sales Non-IATA BSP Row 11 – Other Turnover As An Agent
Section E.2 - Corporate Turnover - (Not under a general agreement)	Row 14 – ATA Flight Only Sales Non-IATA BSP Row 23 – Other Turnover As An Agent Not Under A General Agreement
Section F - Retail Turnover	Row 5 – ATA Flight Only Sales Non-IATA BSP Row 10 – Other Turnover As An Agent

11. A new where clause/filter is available on all the ABTA 2022 reports – Folder Is General Agreement = True/False

'ABTA QUARTERLY TURNOVER CERTIFICATE (2022)' REPORT

This section of the guide describes the logic behind the new **ABTA Quarterly Turnover Certificate (2022)** report. The document goes through each section and row in the report and explains how Dolphin will extract the relevant data.

1. TERMS & DEFINITIONS

The following terms are used throughout later sections in this guide. Rather than repeating the explanation of the terms multiple times their definitions are instead detailed below:

Term	Definition

Dolphin folder types	**Leisure:**
	• Direct folder which is linked to a Client Profile
	• Direct folder which is linked to a Client Profile which is in turn linked to a Company profile
	   AND the folder's **Leisure** checkbox is ticked
	Company:
	• Direct folder which is linked to a Client Profile which in turn is linked to a Company Profile
	   AND the folder's **Leisure** checkbox is unticked.
	Resale:
	• Resale folder which is linked to an Agency Profile

ATOL folder	Folder contains at least one item representing a flight: • Air ticket OR Hotel/Car/Tour/Rail/Cruise/Other item where flight basis = Flight Only or Flight Inclusive
Non-ATOL folder	Folder contains no items representing a flight: • Air ticket OR Hotel/Car/Tour/Rail/Cruise/Other item where flight basis = Flight Only or Flight Inclusive
Folder contains a Dolphin Package	Where the folder's **Package** button has been used, resulting in the creation of a Package Pricing which includes at least one pricing from one folder item.

Folder contains an ATOL package	Folder contains product counts as follows:
	
	• Item that represents a flight = at least one
	   • Air ticket OR Hotel/Car/Tour/Rail/Cruise/Other item where flight basis = Flight Only
	• AND Hotel item where flight basis is different from Flight Only = at least one
	• AND/OR Car item where flight basis is different from Flight Only = at least one
	• AND/OR Tour item where flight basis is different from Flight Only = at least one
	• AND/OR Cruise item where flight basis is different from Flight Only = at least one
	• AND/OR Other item where flight basis is different from Flight Only = at least one, where ATOL treatment = Significant Tourist Service AND value is at least 25% of the overall payable amount of all applicable items
	• AND/OR Other item where flight basis is different from Flight Only = at least one, where ATOL treatment = Treat as Accommodation OR ATOL treatment = Treat as Car
	   OR
	• Hotel/Car/Tour/Rail/Cruise/Other item where flight basis = Flight Inclusive

Folder contains a non-ATOL package (i.e. a land package)	Folder contains product counts as follows: • Number of items where ATOL type = Flight Only, Package (Single contract), Package (Multi contract) or ATOL to ATOL = 0 AND • Hotel = at least one PLUS Car = at least one • OR Hotel = at least one PLUS Tour = at least one • OR Hotel = at least one PLUS Cruise = at least one • OR Hotel = at least one PLUS Rail = at least one • OR Hotel = at least one PLUS Other = at least one, where ATOL treatment = Significant Tourist Service AND value of Other item is at least 25% of the overall payable amount of all applicable items

	- OR Car = at least one PLUS Tour = at least one - OR Car = at least one PLUS Cruise = at least one - OR Car = at least one PLUS Rail = at least one - OR Car = at least one PLUS Other = at least one, where ATOL treatment = Significant Tourist Service AND value of Other item is at least 25% of the overall payable amount of all applicable items - OR Tour = at least one PLUS Cruise = at least one - OR Tour = at least one PLUS Rail = at least one - OR Tour = at least one PLUS Other = at least one, where ATOL treatment = Significant Tourist Service AND value of Other item is atleast 25% of the overall payable amount of all applicable items - OR Cruise = at least one - OR Rail = at least one PLUS Other = at least one, where ATOL treatment = Significant Tourist Service AND value of Other item is at least 25% of the overall payable amount of all applicable items AND - Flight basis for ALL items must = None or blank (i.e. must NOT be Flight Only or Flight Inclusive) **NOTES:** - A 'Hotel' can be an actual hotel item, or an Other item where ATOL Treatment = Treat as accommodation - Equally a 'Car' can be an actual car item, or an Other item where ATOL Treatment = Treat as car - If the folder contains a Hotel PLUS an Other item which represents a Hotel, OR a Car PLUS an Other item which represents a car, this would not be a package as the two travel services must be **different**
Folder contains Flight Only booking	Folder contains product counts as follows: - Item that represents a flight = at least one: - Air ticket OR hotel/car/tour/rail/cruise/other item that represents an air ticket (where flight basis = Flight Only) - AND Hotel item (where flight basis = None or Flight Inclusive) = none - AND Car item (where flight basis = None or Flight Inclusive) = none - AND Tour item (where flight basis = None or Flight Inclusive) = none - AND Cruise item (where flight basis = None or Flight Inclusive) = none - AND Other item (where flight basis = None or Flight Inclusive) = none
Consumer is located in the UK	Folder's Client Profile Country Code = GB or NB or blank **NOTE:** This definition is used when determining a Flight Only bookings.
Consumer is located in EEA	Folder's Client Profile Country Code = blank or any code where EEA Member checkbox is ticked **NOTE:** This definition is used when determining a package booking – ATOL and non-ATOL.

2. UNSUPPORTED ROWS

There are some rows in the report that Dolphin does not populate. This is because the system does not store data in the required format to allow us to calculate which bookings are applicable to these rows.

3. SECTION A – GROSS TRAVEL SERVICE TURNOVER

SECTION A ROW 1 – PACKAGES AS A TOUR ORGANISER

Sum of all rows in Section B

SECTION A ROW 2 – LINKED TRAVEL ARRANGEMENTS

Not supported in Dolphin.

SECTION A ROW 3 – NON-PACKAGE PRINCIPAL, OTHER ATOL SALES AND WHOLESALE TURNOVER

Sum of all rows in Section D

SECTION A ROW 4 – CORPORATE TURNOVER

Sum of all rows in Sections E.1 & E.2

SECTION A ROW 5 – RETAIL TURNOVER (NOT DISCLOSED IN SECTION A 1-4)

Sum of all rows in Section F

SECTION A ROW 6 – OTHER INCOME

Sum of all rows in Section G, but the report logic means that this section will always have a zero passenger count and turnover amount.

SECTION A ROW 7 – OVERSEAS TURNOVER

Not supported in Dolphin.

4. Section B – Packages as a Tour Organiser

Applies to:
- **Leisure folders**
- **Resale folders, where the folder's 'Acting As Agency' checkbox is ticked**

SECTION B ROW 1 – ATOL PRINCIPAL PACKAGES
Step 1:
Dolphin identifies all **ATOL folders**

Step 2:
From these folders Dolphin identifies all items where ATOL type = Package (Single Contract)

Step 3:
Dolphin reports the total of all items that match the final step

SECTION B ROW 2 – ATOL AGENT PACKAGES
Step 1:
Dolphin identifies all **ATOL folders**

Step 2:
From these folders, Dolphin identifies all items where ATOL type = Package (Multi Contract)

Step 3:
Dolphin reports the total of all items that match the final step

SECTION B ROW 3 – NON-ATOL PRINCIPAL PACKAGES

Step 1:
Dolphin identifies all **non-ATOL folders**

Step 2:
From these folders, Dolphin identifies all folders that also contain a **non-ATOL package**

Step 3:
From these folders, Dolphin then identifies all folders that also contain a **Dolphin package**

Step 4:
Dolphin reports the total of all items that match the final step

SECTION B ROW 4 – NON-ATOL AGENT PACKAGES

Step 1:
Dolphin identifies all **non-ATOL folders**

Step 2:
From these folders, Dolphin identifies all folders that also contain a **non-ATOL package**

Step 3:
From these folders, Dolphin then identifies all folders that do not contain a **Dolphin package**

Step 4:
Dolphin reports the total of all items that match the final step

SECTION B ROW 5 – NON-PROTECTED OVERSEAS PACKAGES
Not supported in Dolphin.

5. Section C – Linked Travel Arrangements

Not supported in Dolphin.

6. Section D – Non-Package Principal, Other ATOL & Wholesale Turnover

Applies to:
- **Leisure folders**
- **Resale folders**

SECTION D ROW 1 – ATOL FLIGHT ONLY

Step 1:
Dolphin identifies all items where ATOL type = Flight Only

Step 2:
Dolphin reports the total of these items

SECTION D ROW 2 – ATOL TO ATOL

Step 1:
Dolphin identifies all folder items where the ATOL type = ATOL to ATOL

Step 2:
Dolphin reports the total of these items

SECTION D ROW 3 – EEA FLIGHT ONLY (NON ATA) NON-UK DEPARTURE

Step 1:
Dolphin identifies all **Flight Only folders**

Step 2:
From these folders, Dolphin identifies all items where:
- ATOL type = Unlicensed OR Blank
  AND
- Ticket issued status = Blank OR Later

Step 3:
From these items, Dolphin then identifies all items that are **departing from an EEA country** that is NOT GB, UK or NB.
See below for details on how Dolphin determines that an item is departing from an EEA country.

Step 4:
Dolphin reports the total of all items that match the final step

Logic for determining if an item is departing from an EEA country (related to step 3 above):

For flight only folders, the departure location of any item representing an air ticket will be checked. If the corresponding country code is flagged as an EEA Country, it will be deemed to be departing from the EEA.

Logic for Air ticket items:

1. Item type = Air ticket
2. AND the 1st Air Segment departs from a location whose country code is flagged as an EEA member. The air segments that are linked to the air ticket will be checked first. If no linked air segments exist, the folder's Air Segments will be used instead.

Logic for non-Air ticket items that represent a flight:

1. Item type = Hotel/Car/Tour/Rail/Cruise/Other with Flight Basis = Flight Only
2. AND item with the earliest start date has a start location whose country code is flagged as an EEA member, which can be determined as follows:
   o Hotel – from itinerary vendor profile's city **Code** field
   o Car – from **Pick Up** field *
   o Tour – from **Departure City** field *
   o Rail – from **Departure** field *
   o Cruise – from **Port** field *
   o Other – from **Dep. Location** field *

* For Tour/Rail/Cruise/Other items the departure point must be a structured location code. If the code is not structured, or the field is blank, Dolphin will not be able to determine the departure point. This will result in the item not being accurately reported to ABTA.

SECTION D ROW 4 – ACCOMMODATION ONLY (AS PRINCIPAL)
Step 1:
Dolphin identifies all non-ATOL folders

Step 2:
From these folders, Dolphin then identifies all folders which contain ONLY items that represent accommodation:
- Item type = HOT
- OR Other item where ATOL treatment = Treat As Accommodation

NOTE: Fees and discount items will be ignored.

Step 3:
From these items Dolphin only counts items where:
- Leisure folders – item's 'Acting As Agency For' checkbox is unticked
- Resale folders – folder's 'Acting As Agency' checkbox is ticked

Step 4:
Dolphin reports the total of all items in the folder

SECTION D ROW 5 – UK TRANSPORTATION (AS PRINCIPAL)
Not supported in Dolphin.

SECTION D ROW 6 – CAR HIRE (AS PRINCIPAL)
Step 1:
Dolphin identifies all non-ATOL folders

Step 2:
From these folders, Dolphin identifies all folders which contain ONLY items that represent car hire:
- Item type = CAR
- OR Other item where ATOL treatment = Treat As Car

NOTE: Fees and discount items will be ignored.

Step 3:
From these items Dolphin only counts items where:
- Leisure folders – item's 'Acting As Agency For' checkbox is unticked
- Resale folders – folder's 'Acting As Agency' checkbox is ticked

Step 4:
Dolphin reports the total of all items in the folder

SECTION D ROW 7 – OTHER TOURIST SERVICES (AS PRINCIPAL)

Step 1:
Dolphin identifies all non-ATOL folders

Step 2:
From these folders, Dolphin then identifies all folders which contain ONLY 'Other Tourist Service' items:
- Other item where ATOL treatment = Inherit Highest ATOL Type
- OR Other item where ATOL treatment = Significant Tourist Service

NOTE: Fees and discount items will be ignored.

Step 3:
From these items Dolphin only counts items where:
- Leisure folders – item's 'Acting As Agency For' checkbox is unticked
- Resale folders – folder's 'Acting As Agency' checkbox is ticked

Step 4:
Dolphin reports the total of all items in the folder

SECTION D ROW 8 – WHOLESALE (PRINCIPAL TO PRINCIPAL)

Step 1:
Dolphin identifies resale folders where the folder's 'Acting as Agency' checkbox is unticked - i.e. the resale agency is acting as the principal

Step 2:
From these folders, Dolphin then identifies all folders that fall into one of the following scenarios:

Folder contains ONLY items that represent accommodation:
- Item type = HOT, TUR or CRU
- OR Other item where ATOL treatment = Treat As Accommodation

Folder contains ONLY items that represent a car:
- Item type = CAR
- OR Other item where ATOL treatment = Treat As Car

Folder contains ONLY items that represent 'Other Tourist Service' items:
- Other item where ATOL treatment = Inherit Highest ATOL Type
- OR Other item where ATOL treatment = Significant Tourist Service

NOTE: Fees and discount items will be ignored.

Step 3:
Dolphin reports the total of all items that match the final step

7. Section E.1 – Corporate Turnover (Under General Agreement)

Applies only to Company folders where the folder's 'General Agreement' checkbox is <u>ticked</u>

SECTION E ROW 1 – ATA FLIGHT SALES IATA BSP (CA)

Dolphin identifies flight only bookings where:

- ATOL type = Unlicensed OR Blank
- Ticket's ATOL: Tkt Issued = Immediately
- Ticket financial vendor = BSP
- Form of payment = CA (i.e. paid to branch ticket)

Dolphin reports the total of all items that match these criteria.

SECTION E ROW 2 – ATA FLIGHT SALES IATA BSP (CC)

Dolphin identifies flight only bookings where:

- ATOL type = Unlicensed OR Blank
- Ticket's ATOL: Tkt Issued = Immediately
- Ticket financial vendor = BSP
- Form of payment = CC (i.e. paid to vendor ticket)

Dolphin reports the total of all items that match these criteria.

SECTION E ROW 3 – ATA FLIGHT ONLY SALES NON-IATA BSP

Dolphin identifies flight only bookings where:

- ATOL type = Unlicensed OR Blank
- Ticket's ATOL: Tkt Issued = Immediately
- Ticket financial vendor IS NOT BSP

Dolphin reports the total of all items that match these criteria.

SECTION E ROW 4 – ATOL FLIGHT ONLY

Step 1:
Dolphin identifies all **Flight Only folders** where:

- Ticket's ATOL: Tkt Issued = Blank OR Later

Step 2:
From these folders, Dolphin identifies all folders where the folder client is located in the UK.

Step 3:
Dolphin then identifies all items that are departing from the UK or Republic of Ireland.
See below for details on how Dolphin determines this.

Step 4:
Dolphin reports the total of all items that match the final step

Logic for determining if an item is departing from the UK or Republic of Ireland (related to step 3 above):

Dolphin will first identify the ticket's departure location, and then check if the corresponding country code is GB, UK, NB or IE. An item's departure location will be determined as follows:

If the flight item is represented by an Air Ticket:

- Air ticket - take **From** value from 1st ticket itinerary record (if one exists), otherwise the **Dep City** from the folder's 1st air segment

If the flight item is loaded as a Hotel/Car/Tour/Rail/Cruise/Other item:

- Hotel - itinerary vendor profile's city **Code** field
- Car – **Pick Up** field *
- Tour – from **Departure City** field *
- Rail – from **Departure** field *
- Cruise – from **Port** field *
- Other – from **Dep. Location** field *

* For Tour/Rail/Cruise/Other items the departure point must be a structured location code. If the code is not structured, or the field is blank, Dolphin will not be able to determine the departure point. This will result in the item not being accurately reported to ABTA.

SECTION E ROW 5 – PACKAGE AS A TRAVEL ORGANISER
Step 1:
Dolphin also identifies all non-ATOL folders that contain a **non-ATOL package**

Step 2:
Dolphin then identifies all non-ATOL folders that contain an **ATOL package**

Step 3:
From the folders identified in steps 1 & 2 Dolphin identifies those where **consumer is located in the EEA**

Step 4:
Dolphin reports the total of all items that match the final step

SECTION E ROW 6 – LINKED TRAVEL ARRANGEMENT

Not supported in Dolphin.

SECTION E ROW 7 – BOOKINGS PAID DIRECT TO PRINCIPAL
Step 1:
Dolphin identifies all items where the Form of Payment = Paid to vendor, payable locally

Step 2:
From these items, Dolphin identifies all items which are NOT BSP CC air tickets

Step 3:
Dolphin reports the total of all items that match the final step

SECTION E ROW 8 – UK SUPPLIERS PAID VIA CORPORATE CREDIT CARD

Not supported in Dolphin.

SECTION E ROW 9 – RAIL SETTLEMENT PLAN (RSP) OR TARIF SCHEME

Not supported in Dolphin.

SECTION E ROW 10 – SCHEDULED BUS AND COACH TICKET TURNOVER

Not supported in Dolphin.

SECTION E ROW 11 – OTHER TURNOVER AS AN AGENT

Any turnover from a Company folder (under general agreement) that has not been reported under rows 1-10 of section E.1 will be reported under row 11.

8. Section E.2 – Corporate Sales (Not Under a General Agreement)

Applies only to Company folders where the folder's 'General Agreement' checkbox is <u>unticked</u>

SECTION E ROW 12 – ATA FLIGHT SALES IATA BSP (CA)

Dolphin identifies flight only bookings where:

- ATOL type = Unlicensed OR Blank
- Ticket's ATOL: Tkt Issued = Immediately
- Ticket financial vendor = BSP
- Form of payment = CA (i.e. paid to branch ticket)

Dolphin reports the total of all items that match these criteria.

SECTION E ROW 13 – ATA FLIGHT SALES IATA BSP (CC)

Dolphin identifies flight only bookings where:

- ATOL type = Unlicensed OR Blank
- Ticket's ATOL: Tkt Issued = Immediately
- Ticket financial vendor = BSP
- Form of payment = CC (i.e. paid to vendor ticket)

Dolphin reports the total of all items that match these criteria.

SECTION E ROW 14 – ATA FLIGHT ONLY SALES NON-IATA BSP

Dolphin identifies flight only bookings where:

- ATOL type = Unlicensed OR Blank
- Ticket's ATOL: Tkt Issued = Immediately
- Ticket financial vendor IS NOT BSP

Dolphin reports the total of all items that match these criteria.

SECTION E ROW 15 – ATOL FLIGHT ONLY

Step 1:
Dolphin identifies all items where ATOL type = Flight Only

Step 2:
Dolphin reports the total of all items that match the above step

SECTION E ROW 16 – PACKAGES AS A TRAVEL ORGANISER – ATOL

Step 1:
Dolphin identifies all items where ATOL type = Package (Single Contract) OR Package (Multi Contract)

Step 3:
Dolphin reports the total of all items that match the above step

SECTION E ROW 17 – PACKAGES AS A TRAVEL ORGANISER – NON-ATOL

Step 1:
Dolphin identifies all **non-ATOL folders**

Step 2:
From these folders, Dolphin identifies all folders that contain a **non-ATOL package**

Step 3:
From these folders, Dolphin then identifies all folders where **consumer is located in EEA**

Step 4:

Dolphin reports the total of all items that match the final step

SECTION E ROW 18 – LINKED TRAVEL ARRANGEMENT

Not supported in Dolphin.

SECTION E ROW 19 – BOOKINGS PAID DIRECT TO PRINCIPAL

Step 1:
Dolphin identifies all items where the Form of Payment = Paid to vendor, payable locally

Step 2:
From these items, Dolphin identifies all items which are NOT BSP CC air tickets

Step 3:
Dolphin reports the total of all items that match the final step

SECTION E ROW 20 – UK SUPPLIERS PAID VIA CORPORATE CREDIT CARD

Not supported in Dolphin.

SECTION E ROW 21 – RAIL SETTLEMENT PLAN (RSP) OR TARIF SCHEME

Not supported in Dolphin.

SECTION E ROW 22 – SCHEDULED BUS AND COACH TICKET TURNOVER

Not supported in Dolphin.

SECTION E ROW 23 – OTHER TURNOVER AS AN AGENT NOT UNDER A GENERAL AGREEMENT

Any turnover from a Company folder (not under general agreement) that has not been reported under rows 12-22 of section E.2 will be reported under row 23.

9. Section F – Retail Turnover

Applies to:
- **Leisure folders**
- **Resale folders**

SECTION F ROW 1 – ABTA PRINCIPALS (UNDER A CREDIT AGREEMENT)
Not supported in Dolphin.

SECTION F ROW 2 – UK SUPPLIERS PAID VIA A CORPORATE CREDIT CARD
Not supported in Dolphin.

SECTION F ROW 3 – ATA FLIGHT SALES IATA BSP (CA)

Dolphin identifies flight only bookings where:

- ATOL type = Unlicensed OR Blank
- Ticket's ATOL: Tkt Issued = Immediately
- Ticket financial vendor = BSP
- Form of payment = CA (i.e. paid to branch ticket)

Dolphin reports the total of all items that match these criteria.

SECTION F ROW 4 – ATA FLIGHT SALES IATA BSP (CC)

Dolphin identifies flight only bookings where:

- ATOL type = Unlicensed OR Blank
- Ticket's ATOL: Tkt Issued = Immediately
- Ticket financial vendor = BSP
- Form of payment = CC (i.e. paid to vendor ticket)

Dolphin reports the total of all items that match these criteria.

SECTION F ROW 5 – ATA FLIGHT ONLY SALES NON-IATA BSP

Dolphin identifies flight only bookings where:

- ATOL type = Unlicensed OR Blank
- Ticket's ATOL: Tkt Issued = Immediately
- Ticket financial vendor IS NOT BSP

Dolphin reports the total of all items that match these criteria.

SECTION F ROW 6 – TURNOVER OF BOOKINGS PAID DIRECT TO PRINCIPAL

Step 1:
Dolphin identifies all items where the Form of Payment = Paid to vendor, payable locally

Step 2:
From these items, Dolphin identifies all items which are NOT BSP CC air tickets

Step 3:
Dolphin reports the total of all items that match the final step

SECTION F ROW 7 – SUPPLIERS PAID VIA CORPORATE CREDIT CARD
Not supported in Dolphin.

SECTION F ROW 8 – RAIL SETTLEMENT PLAN (RSP) OR TARIF SCHEME
Not supported in Dolphin.

SECTION F ROW 9 – SCHEDULED BUS AND COACH TICKET TURNOVER
Not supported in Dolphin.

SECTION F ROW 10 – OTHER TURNOVER AS AN AGENT

Any turnover from Leisure & Resale folders that is not reported under the following sections/rows will be reported in the Retail Turnover section, row 10.

- Section B - Packages as a Tour Organiser, ALL rows
- Section D - Non-Package Principal, Other ATOL & Wholesale Turnover, ALL rows
- Section F - Retail Turnover, rows 1-9

10. Section G – Other Income

The report logic will mean that this section will always have a zero passenger count and turnover amount.

11. Section H – Overseas Turnover

Not supported in Dolphin.

12. Section I – Breakage Deposits

Not supported in Dolphin.

13. Section J – Additional Information

Not supported in Dolphin.

14. Section K – ABTA Protected Turnover

Not supported in Dolphin.

'ABTA QUARTERLY TURNOVER DETAILED REPORT (2022) - BY FOLDER' REPORT

This is the renamed version of the **ABTA Quarterly Turnover Detailed Report (2019)** report:

- This detailed version of the ABTA certificate can be used in conjunction with the ABTA Quarterly Turnover Certificate (2022) report, using the same filters
- This report is for troubleshooting purposes only and should not be submitted to ABTA
- The report includes the folders being reported under each row in each section:

Packages as a Tour Organiser		Folder	Pax	Amt
(1) ATOL Principal Packages				
	PD	28224	1	1,500.00
	PD	29897	2	775.00
	PD	30414	2	2,167.36
			5	**4,442.36**
(2) ATOL Agent Packages				
	PD	27534	1	335.00
	PD	27558	1	2,234.00
	PD	28183	1	3,740.50
	PD	28573	2	878.00
	PD	28876	1	634.00
	PD	28877	1	0.00
	PD	28890	2	1,008.00
	PD	29008	1	1,168.00
	PD	29058	1	1,726.80
	PD	29065	2	5,198.00
	PD	29899	2	775.00
	PD	30084	1	1,599.00
			16	**19,296.30**
(3) Non-ATOL Principal Packages				
	PD	29900	2	1,500.00
			2	**1,500.00**
(4) Non-ATOL Agent Packages				
	PD	29902	2	1,402.98
			2	**1,402.98**
			25	**26,641.64**

- The **Pax** column is based on the number of passengers in the folder.
- Section A – Gross Travel Service Turnover – can be found at the end of this report
- As per standard Dolphin report behaviour users can double click on the folder number to open the folder in the Booking Management Module and check the details.

'ABTA QUARTERLY TURNOVER DETAILED REPORT (2022) - BY ITEM TYPE, PRODUCT CODE, FINANCIAL VENDOR' REPORT

This is similar to the folder level detailed report, but instead of displaying all the folders under each row it instead displays a row per item type/product code/financial vendor combination.

- This detailed version of the ABTA certificate can be used in conjunction with the ABTA Quarterly Turnover Certificate (2022) report, using the same filters
- This report is for troubleshooting purposes only and should not be submitted to ABTA
- The report groups the data in each row by item type/product code/financial vendor combination.
- The following item types will appear on the report - TKT (ticket), HOT (hotel), CAR (car), TUR (tour), CRU (cruise), INS (insurance), OTH (other), FEE (fee), DIS (discount)
- For fees and discounts only the item type & product code will be displayed, as these items do not have a financial vendor
- Example of report:

Packages as a Tour Organiser

(1) ATOL Principal Packages

Item	Product	Vendor	Amount
FEE	BKF		50.00
HOT	HOT	Tours	1,000.00
(1) ATOL Principal Packages			**1,050.00**

(2) ATOL Agent Packages

Item	Product	Vendor	Amount
HOT	HOT	Wolcott MG	1,500.00
HOT	HOT	Tours	3,000.00
TKT	TBA	BANK SETTLEMENT PLAN	2,000.00
(2) ATOL Agent Packages			**6,500.00**

Packages as a Tour Organiser			**7,550.00**

- This report will not include a **Pax** column as this value would be misleading given that a folder can appear on multiple rows based on the different items within the folder.
- Section A – Gross Travel Service Turnover – can be found at the end of this report
- As per standard Dolphin report behaviour users can double click on the folder number to open the folder in the Booking Management Module and check the details.

1. SHOW DETAILS CHECKBOX

The **Show Details** checkbox will default to unticked on the item type/product code/financial vendor detailed report.

The checkbox can be ticked to show the folders within each item type/product code/financial vendor row:

Packages as a Tour Organiser

(1) ATOL Principal Packages

Item	Product	Vendor	Branch	Folder No	Amount
			HQ	48331	50.00
FEE	BKF				50.00
			HQ	48331	1,000.00
HOT	HOT	Tours			1,000.00
(1) ATOL Principal Packages					1,050.00

(2) ATOL Agent Packages

Item	Product	Vendor	Branch	Folder No	Amount
			PD	48610	1,500.00
HOT	HOT	Wolcott MG			1,500.00
			HQ	48328	1,000.00
			HQ	48329	1,000.00
			HQ	48330	1,000.00
HOT	HOT	Tours			3,000.00
			PD	48610	1,000.00
			PD	48610	1,000.00
TKT	TBA	BANK SETTLEMENT PLAN			2,000.00
(2) ATOL Agent Packages					6,500.00

| Packages as a Tour Organiser | | | | | 7,550.00 |