To resend the travel documents to another email address, please follow the command below:

HMR2/EML-xxx@amadeus.com

Where:
HMR is the email resend transaction code
2 is the segment number
/EML- is the command to send the email to a different address
xxx@amadeus.com is the different email address you want to send the documents to
System response: "Reminder successfully sent"

To resend the travel documents to another email with a comment, please follow the command below:

HMR2/EML-xxx@amadeus.com/TXT- Here is your copy document

Where:
HMR is the email resend transaction code
2 is the segment number
/EML- is the command to send the email to a different address
xxx@amadeus.com is the different email address you want to send the documents to
/TXT- is the command to add a comment
Here is your copy document: is the comment you will add and will appear in the body of the email
System response: "Reminder successfully sent"

Quick card

Amadeus Value Hotels

Learn how to apply and modify an Agency fee and how to resend travel documents
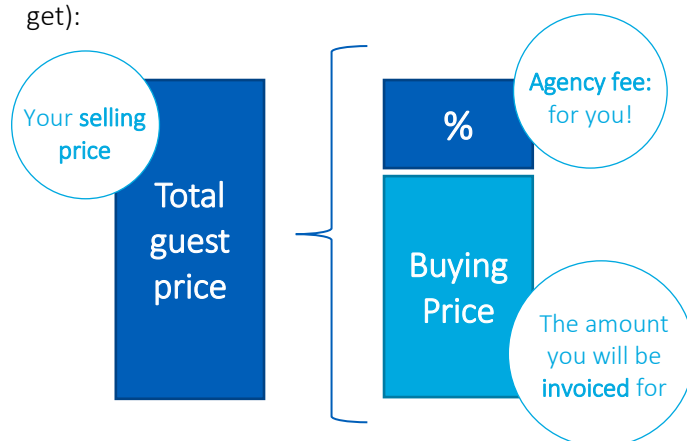
With **Amadeus Value Hotels** you have access to net rate hotel content and you decide the **agency fee** you want to apply to it. Keep reading to learn how!

Agency Fee

What is it?
The **agency fee** is the percentage that is defined by you when you contract with us and which allows you to control your **margins** (the commission you will get):

Your **selling price**

Total guest price

%

Buying Price

Agency fee: for you!

The amount you will be **invoiced** for

How does it work?
You will see your fee next to the "Agency fee" label. It is automatically set up from your default percentage of agency fee, which is set up when you contract with **Amadeus Value Hotels**

Pricing details	
Amadeus Value Hotels PKG - Package Breakfast	90.64 EUR
Base amount	90.64 EUR
Agency fee	+20.00 EUR
Total price	110.64 EUR *Prepaid*
20.00 EUR estimated earnings [(1)]	

This is your default agency fee

Can I modify it?
Yes! To do so you just need to click on the small blue icon next to "Agency fee", which will allow you to override your default agency fee (commission) and introduce a new one.

Pricing details	
Amadeus Value Hotels PKG - Package Room only	106.87 EUR
Base amount	106.87 EUR
Agency fee	+14.96 EUR
Total price	121.83 EUR *Prepaid*
14.96 EUR estimated earnings [(1)]	

Pricing details	
Amadeus Value Hotels PKG - Package Room only	106.87 EUR
Base amount	106.87 EUR
Agency fee	14.96 EUR
Total price	121.83 EUR *Prepaid*
14.96 EUR estimated earnings [(1)]	

Pricing details	
Amadeus Value Hotels PKG - Package Room only	106.87 EUR
Base amount	106.87 EUR
Agency fee	25 EUR
Total price	121.83 EUR *Prepaid*
14.96 EUR estimated earnings [(1)]	

Pricing details	
Amadeus Value Hotels PKG - Package Room only	106.87 EUR
Base amount	106.87 EUR
Agency fee	+25.00 EUR
Total price	131.87 EUR *Prepaid*
25.00 EUR estimated earnings [(1)]	

How is the agency fee displayed in the PNR?
In order to see your agency fee displayed in the PNR you will need to do the following:

Retrieve PNR
1. **RTSVCH+hotel segment** in order to retrieve the hotel booking information
2. Go to **rate information** and there it will be shown as in the next example:

```
RP/LYSSR2126/LYSSR2126          FG/RC   9AUG17/0841Z   O2K
  2 HHL AD HK1 LYS IN08AUG OUT09AUG 1ROHLEI EUR52.53  DLY CF
    IBIS BUDGET LYON GERLAND/BC-******/BS-20266105/CF-289647
    /DP- *AD+
+HOTEL COMPLETE RESERVATION DETAILS
---------RATE INFORMATION---------------------------------R -
52.53 EUR     ROHLEI   D
    52.53 EUR PER NIGHT STARTING 08AUG17 FOR 1 NIGHT(S)
    56.98 EUR TOTAL RATE STARTING 08AUG17 FOR 1 NIGHT(S)
48.00 EUR ESTIMATED NET
AGENCY FEE INCLUDED: 7.98 EUR
HTL/BC-******
---------ALL KNOWN TAXES AND ESTIMATED TOTAL AMOUNT------T -
    4.45 EUR TAX RECOVERY CHARGES AND SERVICE FEES
    56.98 EUR ESTIMATED TOTAL AMOUNT INCLUDING MANDATORY
         TAXES, FEES AND SURCHARGES
48.00 EUR ESTIMATED NET
AGENCY FEE INCLUDED: 7.98 EUR
---------RATE INCLUSIONS / EXTRAS--------------------------I -
EXTRAS: TAXES ET FRAIS PAYABLES A L'HOTEL: EUR 0.99
MORE
)>
```

Resending travel documents

To resend the travel documents to the **booker's email**, which can only be done with an active PNR retrieved, please follow the command below:

HMR2

Where:
HMR is the email resend transaction code
2 is the segment number
System response: "Reminder successfully sent"

To resend the travel documents to the **booker's email with a comment**, please follow the command below:

HMR2/TXT-Here is your copy document

Where:
HMR is the email resend transaction code
2 is the segment number
/TXT- is the command to add a comment
Here is your copy document: is the comment you will add and will appear in the body of the email
System response: "Reminder successfully sent"