



## Air Canada Latitude Pass

### East West Connector – Latitude

The only AC Pass UBC has purchased due to AC price increases

**\$735 one-way - \$1445 return**

**(Pricing prior to Jan 2011 \$718 O/W - \$1436 return)**

- Complimentary upgrade to Executive Class requested within 48 hours up to 1 hr prior to departure
- Complimentary changes at any time
- Complimentary seat selection
- 100% AC status miles and Aeroplan miles

For travel between Calgary, Edmonton or Vancouver and Montreal, Ottawa, Toronto or Quebec



**Reservations can only be made through UBC's contracted travel agencies:**

- North South Travel: 604-736-7662, 1-800-665-1882 or [ubc@nstravel.bc.ca](mailto:ubc@nstravel.bc.ca)

### Important Notes:

- Due to significant changes to the Air Canada (AC) pass program, including increases in pricing, UBC only has Latitude passes available. Latitude fares are not the least expensive economy fares. The AC Tango fares are the least expensive option for travel on AC. Westjet offers higher discounts to UBC travelers on all fare types.
- Aeroplan number – if the traveller does not have an Aeroplan number, register at [www.aeroplan.ca](http://www.aeroplan.ca).
- Passenger name must match legal documentation and Aeroplan information.
- Supply the travel agent with the Journal voucher number & Speedchart (the program/grant account to be charged).
- Journal Voucher must contain the following information:
  - Legal passenger name
  - Purpose of trip
  - Total cost of airfare
- Email or fax the completed JV to the travel agent.
- The travel agent will complete the reservation and email the electronic ticket.
- **Obtain proper authorization and forward completed JV to Accounts Payable for processing. A copy of the ticket must accompany the JV.**
- For cancelled trips, advise the travel agent or airline immediately and complete a reverse journal voucher.
- Journal Voucher Template and Complete Instructions <http://www2.finance.ubc.ca/fmisw.cfm>