

# VIETNAM AIRLINES' TICKET CHANGE AND REFUND POLICY IN RESPONSE TO COVID-19 CORONAVIRUS OUTBREAK

Updated 27<sup>th</sup> March, 2020

#### 1. General terms and conditions:

Ticket change and refund are applied in the following cases:

- Tickets issued at Vietnam Airlines' ticketing offices, ticket agents, general sales agents, website or mobile app.
- Flights wholly or partly operated by Vietnam Airlines (flight number starting with VN).

## 2. Scope of application

#### 2.1. Ticket change or cancellation due to passengers' voluntary change request

| Itinerary                             | Ticket issue<br>location | Date of ticket issue     | Ticket refund<br>Conditions | Ticket change<br>Conditions   |  |  |  |  |
|---------------------------------------|--------------------------|--------------------------|-----------------------------|---|--|--|--|--|
| Including<br>international<br>flights | Unrestricted             | On/Before<br>24 Mar 2020 | Follow fare rules           | <ul> <li>Rebooking:         <ul> <li>+ Free of charge</li> <li>+ New flight date: until 31<sup>st</sup> December 2020</li> <li>+ Fare differences, taxes, fees, charges and surcharges and other fees are to be paid by passengers.</li> </ul> </li> <li>"Go-show" (*): free of charge and fare differences, given the passenger board another Vietnam Airlines flight on the same segment before 24 March 2020.         <ul> <li>(*) Go-show passenger: Passenger holding a ticket with no reservation, or having confirmed on one flight requests to board another flight on the same segment.</li> <li>Such flight is under stopped-booking status and passenger is accepted if space available at check-in closure time.</li> </ul> </li> </ul> |  |  |  |  |



## 2.2. Ticket change or cancellation due to government regulations

| Causes of changes / cancellations   | Itinerary                                     | Ticket issue<br>location | Date of ticket issue       | Ticket refund conditions  | Ticket change conditions   |  |
|---|---|--------------------------|----------------------------|---|--|--|
| <ul> <li>Border closures and flight bans imposed by governments.</li> <li>Restrictions of entry, visa suspension, visa waiver policy suspension and/or entry ban due to government regulations.</li> </ul>  | Including<br>international<br>flight(s)       | Unrestricted             | On/Before<br>24 March 2020 | <ul> <li>Tickets with non-refundable conditions: no refund applied</li> <li>Other ticket types: free of charge</li> </ul> | <ul><li>Free of charge</li><li>New flight date: until</li></ul>  |  |
| <ul> <li>Passengers undergoing mandatory quarantine due to government requirements.</li> <li>Passengers who are not eligible for flight or entry due to government regulations.</li> <li>Flights from/to infected areas cancelled to curb the spread of the Covid-19 pandemic.</li> <li>Other causes due to regulations from governments and authorities that affect passengers' trip.</li> </ul> | Including<br>domestic<br>Vietnam<br>flight(s) | Outside<br>Vietnam       |                            |   | <ul> <li>New flight date: until         31<sup>st</sup> December 2020</li> <li>Fare differences, taxes,         fees, charges and         surcharges and other         fees are to be paid by         passengers.</li> </ul> |  |

#### Note:

- If passengers arrive in a place other than the destination stated on their ticket, and are required to undergo mandatory quarantine in accordance with government's regulations to curtail the spread of Covid-19, they are eligible for ticket change and refund at no extra charge.
- In case a flight departing from Europe / the UK, or a connecting flight with the original flight departing from Europe / the UK is cancelled: passengers are entitled to refund and rebooking free of charge. Fare differences, taxes, fees, charges and surcharges and other fees (if any) are to be paid by passengers.



# 2.2. Ticket change or cancellation due to government regulations (continue)

| Itinerary  | Causes of changes / cancellations  | Ticket<br>issue<br>location | Date of ticket issue       | Flight date      |                  | Ticket<br>refund<br>conditions | Ticket change conditions  |
|--|--|-----------------------------|----------------------------|------------------|------------------|--------------------------------|---|
|  |  |                             |                            | From             | То               |                                |   |
| Vietnam domestic<br>flights including<br>segment from/to<br>Phu Quoc | Due to local<br>cities/provinces<br>temporarily halting<br>receiving tourists<br>because of Covid-19 | Vietnam                     | Before<br>17 March<br>2020 | 17 March<br>2020 | 30 April<br>2020 | Follow<br>fare rules           | <ul> <li>Tickets with rebooking condition: follow fare rules</li> <li>Tickets with non-rebooking conditions: rebooking is available, fee applied as follow:         <ul> <li>+ Before departure date: VND300,000</li> <li>+ After departure date: VND600,000</li> <li>+ New departure date must be on or before 30 June 2020</li> </ul> </li> </ul> |
| Vietnam domestic<br>flights including<br>segment from/to<br>Con Dao  | Due to local<br>cities/provinces<br>temporarily halting<br>receiving tourists<br>because of Covid-19 | Vietnam                     | Before<br>22 March<br>2020 | 24 March<br>2020 | 30 April<br>2020 | Follow<br>fare rules           | <ul> <li>Tickets with rebooking condition: follow fare rules</li> <li>Tickets with non-rebooking conditions: rebooking is available, fee applied as follow:         <ul> <li>+ Before departure date: VND300,000</li> <li>+ After departure date: VND600,000</li> <li>+ New departure date must be on or before 30 June 2020</li> </ul> </li> </ul> |
| Vietnam domestic<br>flights including<br>segment from/to<br>Hue      | Due to local<br>cities/provinces<br>temporarily halting<br>receiving tourists<br>because of Covid-19 | Vietnam                     | Before<br>14 March<br>2020 | 14 March<br>2020 | 30 April<br>2020 | Follow<br>fare rules           | <ul> <li>Tickets with rebooking condition: follow fare rules</li> <li>Tickets with non-rebooking conditions: rebooking is available, fee applied as follow:         <ul> <li>+ Before departure date: VND300,000</li> <li>+ After departure date: VND600,000</li> <li>+ New departure date must be on or before 30 June 2020</li> </ul> </li> </ul> |
| Vietnam domestic<br>flights including<br>segment from/to<br>Quy Nhon | Due to local<br>cities/provinces<br>temporarily halting<br>receiving tourists<br>because of Covid-19 | Vietnam                     | Before<br>16 March<br>2020 | 17 March<br>2020 | 30 April<br>2020 | Follow<br>fare rules           | <ul> <li>Tickets with rebooking condition: follow fare rules</li> <li>Tickets with non-rebooking conditions: rebooking is available, fee applied as follow:         <ul> <li>+ Before departure date: VND300,000</li> <li>+ After departure date: VND600,000</li> <li>+ New departure date must be on or before 30 June 2020</li> </ul> </li> </ul> |



| Itinerary   | Causes of changes / cancellations  | Ticket<br>issue<br>location | Date of ticket issue       | Flight date      |                  | Ticket<br>refund<br>conditions | Ticket change conditions  |
|---|--|-----------------------------|----------------------------|------------------|------------------|--------------------------------|---|
|   |  |                             |                            | From             | То               |                                |   |
| Vietnam domestic<br>flights including<br>segment from/to<br>Tuy Hoa | Due to local<br>cities/provinces<br>temporarily halting<br>receiving tourists<br>because of Covid-19 | Vietnam                     | Before<br>12 March<br>2020 | 13 March<br>2020 | 30 April<br>2020 | Follow<br>fare rules           | <ul> <li>Tickets with rebooking condition: follow fare rules</li> <li>Tickets with non-rebooking conditions: rebooking is available, fee applied as follow:</li> <li>+ Before departure date: VND300,000</li> <li>+ After departure date: VND600,000</li> <li>+ New departure date must be on or before 30 June 2020</li> </ul> |

#### 2.3. Form of refund and refund period for irregular flights

- Refund in the original form of payment: after 3 months since refund request submit date.
- Refund in voucher form to use on your next trip:
  - + Voucher refunds with immediate effect
  - + Refund value: If your ticket is issued on our website or mobile app: please contact <u>onlinesupport@vietnamairlines.com</u>, otherwise please contact your place of purchase. In both cases you can also contact <u>Vietnam Airlines' branches</u> for more information.
- Other terms and conditions:
  - + Voucher is valid for 12 months from the date of refund.
  - + The redeem value is only up to the amount listed on the voucher.
  - + Voucher is redeemable in the original form of payment. The refund value is based on original booking value.
  - + To use the voucher: If your ticket is issued on our website or mobile app: please contact <u>onlinesupport@vietnamairlines.com</u>, otherwise please contact your place of purchase. In both cases you can also contact <u>Vietnam Airlines' branches</u> for more information.