

**Sabre® leisure solutions are available to all agencies, regardless of GDS.
There is no obligation or contract required.**

REGISTRATION

Non-Sabre travel professionals:

- Access <http://www.SabreLeisure.com>
- Click **Register Now** and select **I am a new user...** and proceed with the registration process.
- Complete the registration form. You will need the Agency and Owner/Manager information, GDS affiliation (if applicable); and at least one travel industry affiliation number (ARC, BSP, CLIA, etc.).
- Within 48 hours, receipt of two emails confirming your registration. The first email contains your Pseudo City Code (PCC)/Agency ID and Login/Agent ID. The second email contains your password.
- Register multiple agents for the office, if desired. On the *Sabre* leisure solutions Travel Professional Registration page, select **I have an Account ID ...** and complete the registration process for additional agents.

Current Sabre travel professionals:

- **You do NOT need to register.** You have access to Sabre leisure solutions through the *MySabre*™ agent booking portal.
- **MySabre not installed? Download and install MySabre from the MySabre Communities page under Business Tools at Agency eServices.**
- Your workstation must have a dedicated Terminal Address (TA) for *MySabre*. If not, order a TA via *Agency eServices* under the Ordering menu tab (<https://eservices.sabre.com/ordering/oep/default.asp>). Note: depending on your Sabre agreement, there may be some costs associated for each additional TA.

Logging in for the first time:

- Access <https://my.sabre.com> and enter your Agent ID, Password, and PCC. Click Sign in. Your password is a temporary password and you will be prompted to change it. Follow these requirements when creating or changing your Sabre® system password.
 - o Must be 7 or 8 alphanumeric characters
 - o Cannot repeat one character more than two times
 - o Cannot contain Q or Z
 - o Cannot use banned or proper names/words
 - o Cannot reuse your last four passcodes
- Create your profile in *MySabre* via the automatic prompt.
- Instructions on how to reset your *Sabre Cruises* password
 1. Click on forgot password reset button from SabreCruises.com login page.
Clicking 'forgot password' should take you to: https://eservices.sabre.com/form/reset_pwd.asp
 2. Enter in your User ID and Sabre PCC.
 3. You must answer these two security questions which will allow you to reset your password in the future.
 4. You must answer a second set of security questions to reset your password.
 5. You will be taken to the eServices home page. You must then go up the URL address bar and enter in [www.Sabre Cruises.com](http://www.SabreCruises.com).
 6. Login with new password.
- Instructions on how to reset your *Sabre Vacations* password
 1. Click on forgot password from eServices login page
 2. Enter in your User ID and Sabre PCC
 3. You must answer these two security questions which will allow you to reset your password in the future.
 4. You must answer a second set of security questions to reset your password.
 5. You will be taken to the eServices home page. Click on *Sabre Vacations* icon at the bottom of the page to launch.

Additional registrations:

- Register for *Sabre® Rewards Plus*, our agency loyalty program, via www.sabrerewardsplus.com.
- Register for *Sabre® Cruises*. You must register with each cruise line. This is a one-time procedure and can be accomplished by calling the automation desk of each cruise line.
- Register for *Sabre® Vacations*. You must register with each tour supplier. This is a one-time procedure and can be accomplished by calling the automation desk of each tour supplier.

COMMISSION PAYMENTS

The commissions you earn through *Sabre* leisure solution products are based on whatever commission arrangement you have in place with the suppliers. When you register with the suppliers through the *Sabre* leisure registration forms, they recognize you through your CLIA or IATA number.

WHO TO CONTACT

For registration questions:

- Call 800-413-5771
- Email leisure.registration@sabre.com.

For product questions:

- Call 800-413-5771
- Email applications.support@sabre.com.

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Sabre leisure solutions Quick Start quick reference

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