**GSA City Pair Program (CPP) Fare Exemption Examples:** These example are not based on actual data and are presented only to provide the traveler and their Approval Official (AO) with examples of the required documentation needed in the remarks section of the travel orders or in an amendment to the travel orders.

**Case #1: No GSA CPP (\_CA or \_YCA) fares available for the travel date when reservation is made. This case includes situations where there are no GSA CPP fares for the specific market or the GSA CPP fares are sold out at the time of booking. This does not include cases where a traveler is able to reserve a ticket but cannot get a confirmed seat assignment.**

Traveler is authorized to purchase a non GSA contract fare since there are no available \_CA or \_YCA at the time of booking for the travel departure day of 30SEP16 for travel from Washington, DC to Oakland, CA. The fare below is the lowest cost \_DG or open market fare available to meet mission requirements.

WN 819 30SEP DCAHOU 1135A 145P

WN 1274 30SEP HOUOAK 320P 515P

**Case #2: No GSA CPP (\_CA or \_YCA) fares available where the travel times meet mission requirements.**

Traveler is authorized to purchase a non-GSA contract fare since there are no available \_CA or \_YCA available to meet the mission requirements. The specific mission requirement is that the member needs to depart Washington, DC on 04SEP16 and report to Kuala Lumpur on 05SEP16 and the GSA contract flight does not get the traveler in until 06SEP16. The non-contract fare below is the lowest cost \_DG or open market fare available to meet mission requirements.

Available Contract Option: YCA, $3135.66

AA 1362 04SEP IADLAX 657P 945P

AA 8936 04SEP LAXHKG 1155P 545A 06SEP

AA 8906 06SEP HKGKUL 835A 1220P

Non-Contract Option: QDG, $1143.60

UA 803 04SEP IADNRT 1250P 330P 05SEP

UA 7962 05SEP NRTKUL 520P 1135P

**Case #3A: No GSA CPP (\_CA or \_YCA) fares available where the travel times are outside of the 0600-2400 window for the contract flights but not for the non-contract flights.**

Traveler is authorized to purchase a non-GSA contract fare since there are no available \_CA or \_YCA available to meet the mission requirements. The earlier contract flight requires arrival to the airport by 0500 to meet the TSA required 2 hour pre-flight arrival time. The later contract flight option does not arrive until after 2400. Both contract flights available require travel outside of the normal travel times of 0600 to 2400 window. The non-contract fare below is the lowest cost \_DG or open market fare available to meet mission requirements while allowing travel during normal travel hours of 0600 to 2400.

Available Contract Options:

YCA, $671.50

AA 1351 24SEP BWIDFW 700A 922A

AA 455 24SEP DFWHNL 1110A 234P

or

GCA, $378.50

AA 2023 24SEP BWILAX 1247P 723P

AA 297 24SEP LAXHNL 905P 1203A

Non-Contract Option: VDG GDG, $ 374.50

AS 739 24SEP BWILAX 800A 1100A

UA 1431 24SEP LAXHNL 105P 356P

**Case #3B: No GSA CPP (\_CA or \_YCA) fares available where the travel times are outside of the 0600-2400 window for the contract flights but not for the non-contract flights.**

Traveler is authorized to purchase a non-GSA contract fare since there are no available \_CA or \_YCA available to meet the mission requirements. The traveler is required to travel from Anchorage, AK to Brunswick, ME to report on the morning of 26SEP16. A rental car is not authorized and the traveler will be traveling from Boston to Brunswick via AMTRAK. On the contract flight, the traveler will be forced onto the 2325 Amtrak, which arrives in Portland at 0150 which is outside of the normal travel times. The non-contract flight option allows the traveler to catch the 1700 Amtrak arriving at 1925. The non-contract fare below is the lowest cost \_DG or open market fare available to meet mission requirements while allowing travel to complete prior to 2400.

Available Contract Option: LCA, $338.00

DL 728 25SEP ANCMSP 525A 142P

DL 669 25SEP SEABOS 1105A 740P

Non-Contract Option: VCA QCA, $478.00

AS 134 25SEP ANCPDX 1240A 516A

AS 30 25SEP PDXBOS 715A 339P

**Case #4A: Required overnight during travel. Use of the GSA CPP (\_CA or \_YCA) fares requires the traveler to incur unnecessary overnight lodging costs, increasing the total cost of the trip.**

Traveler is authorized to purchase a non-GSA contract fare since the contract fare requires the traveler to incur unnecessary overnight lodging costs, increasing the total cost of the trip. The Contract fare is $338 and the GSA max Lodging Rate at the overnight location is $140 for a total cost of $478 compared to the non-contract cost of $458 which is lower.

Available Contract Option: LCA, $338.00

DL 1088 25SEP ANCMSP 205P 1020P

DL 808 26SEP MSPBOS 655A 1046A

Lodging Rate at Minneapolis is $140 per night.

Non-Contract Option: VCA QCA, $458.00

AS 134 25SEP ANCPDX 1240A 516A

AS 30 25SEP PDXBOS 715A 339P

**Case #4B: Required overnight due to delayed departure from TDY location. Use of the GSA CPP (\_CA or \_YCA) fares requires the traveler to incur unnecessary overnight lodging costs, increasing the total cost of the trip.**

Traveler is authorized to purchase a non-GSA contract fare since the contract fare requires the traveler to incur unnecessary overnight lodging costs, increasing the total cost of the trip. The Contract fare is $657.90 and the non-contract fare is $707.90. The member is authorized commercial lodging on his orders at the TDY location. The GSA max Lodging Rate at the overnight location of Newport News, VA is $89. So the total contract option costs $746.90 which is more than the non-contract option of $707.90.

Available Contract Option: LCA, $657.90

DL 5356 9SEP PHFATL 1243P 236P

DL 173 9SEP ATLSEA 445A 704P

DL 2577 9SEP SEAANC 815P 1101P

Non-Contract Option: VCA QCA, $707.90

AA 5058 8SEP PHFCLT 405P 527P

AA 1787 8SEP CLTPDX 610P 847P

AA 6833 8SEP PDXANC 1040P 122A