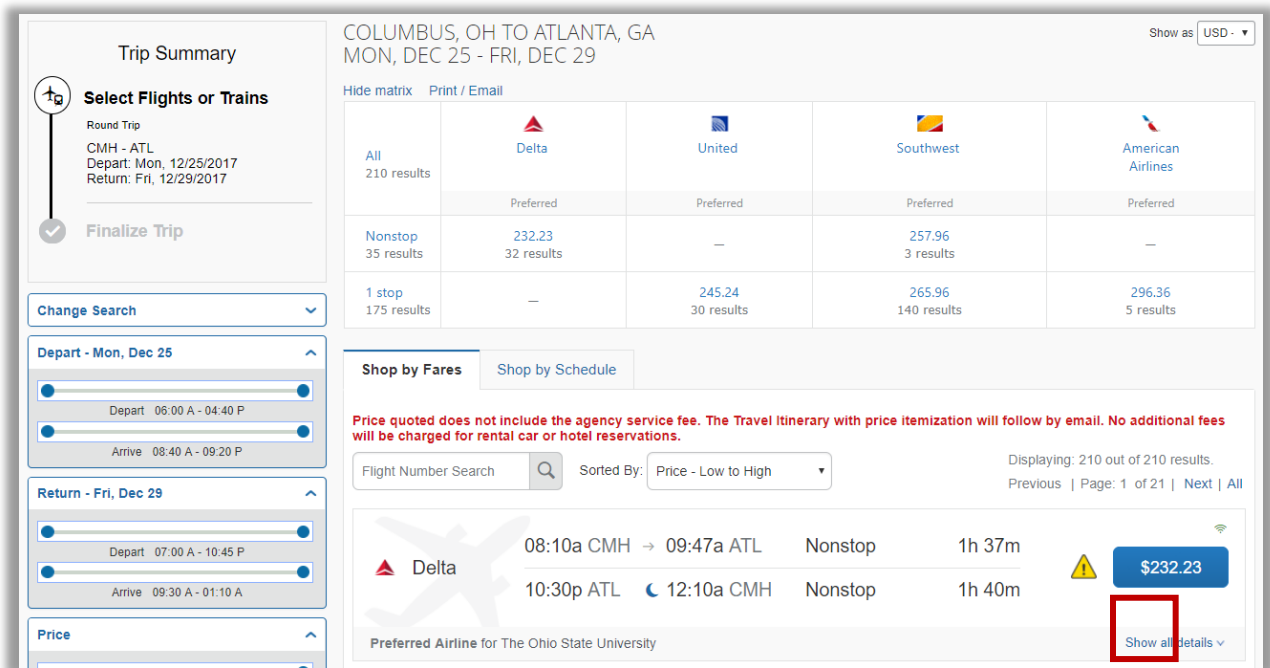


Avoiding Basic Economy Fares in Concur:

Delta, United, and American Airlines now offer a new type of low fare selection called Basic Economy Fares. While generally less expensive than standard economy fares, these fares are highly restrictive and will likely not meet the needs of business travel for OSU. The Travel Office does not recommend purchasing these fares due to the significant restrictions that may be impactful to business travel.

Basic Economy Fares are easily identified in the flight search results by looking for the yellow warning icon (see below).

If the flight you need contains a yellow warning icon, other fare options for that flight may be available. Follow the steps below to display all available fare options.



Trip Summary
 Select Flights or Trains
 Round Trip
 CMH - ATL
 Depart: Mon, 12/25/2017
 Return: Fri, 12/29/2017
 Finalize Trip

COLUMBUS, OH TO ATLANTA, GA
 MON, DEC 25 - FRI, DEC 29

	Delta	United	Southwest	American Airlines
All 210 results	Preferred	Preferred	Preferred	Preferred
Nonstop 35 results	232.23 32 results	—	257.96 3 results	—
1 stop 175 results	—	245.24 30 results	265.96 140 results	296.36 5 results

Shop by Fares | Shop by Schedule

Price quoted does not include the agency service fee. The Travel Itinerary with price itemization will follow by email. No additional fees will be charged for rental car or hotel reservations.

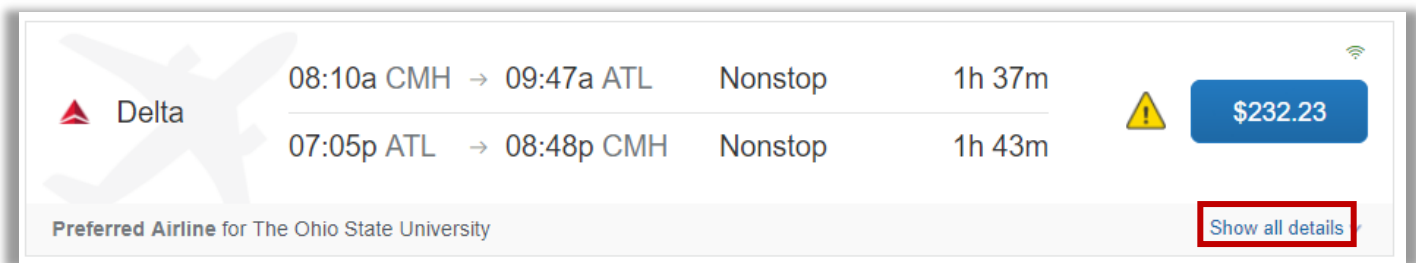
Flight Number Search | Sorted By: Price - Low to High | Displaying: 210 out of 210 results.

Delta	08:10a CMH → 09:47a ATL	Nonstop	1h 37m	⚠️	\$232.23
	10:30p ATL → 12:10a CMH	Nonstop	1h 40m		

Preferred Airline for The Ohio State University

Show all details

1. Select "Show All Details"



Delta	08:10a CMH → 09:47a ATL	Nonstop	1h 37m	⚠️	\$232.23
	07:05p ATL → 08:48p CMH	Nonstop	1h 43m		

Preferred Airline for The Ohio State University

Show all details

2. Select "View More Fares"

Delta 08:10a CMH → 09:47a ATL Nonstop 1h 37m \$232.23

07:05p ATL → 08:48p CMH Nonstop 1h 43m

Preferred Airline for The Ohio State University [Hide all details ^](#)

DEPART ✕ Mon, Dec 25 – Columbus, OH to Atlanta, GA [Hide Details ^](#)

Mon, Dec 25 08:10a CMH → 09:47a ATL 1h 37m Delta 1085 [View seats](#)
McDonnell Douglas MD-85

RETURN ✕ Fri, Dec 29 – Atlanta, GA to Columbus, OH [Hide Details ^](#)

Fri, Dec 29 07:05p ATL → 08:48p CMH 1h 43m Delta 830 [View seats](#)
McDonnell Douglas MD-85

Fare Details	Free Checked Bags	Refundable		
Basic Economy (E) Rules / Fare Details	Visit Delta	No		\$232.23

[View more fares](#)





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3. This will then display all the economy fare options for that flight.

Fare Options	Free Checked Bags	Refundable		
Basic Economy (E) Rules / Fare Details	Visit Delta	No		\$232.23
Basic Economy (E) Rules / Fare Details	Visit Delta	No		\$236.40
Economy (T) Rules / Fare Details	Visit Delta	No		\$316.40
Economy (U) Rules / Fare Details	Visit Delta	No		\$380.40

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4. Select the lowest Economy Fare option, and complete the booking process as normal.

Fare Options	Free Checked Bags	Refundable		
Basic Economy (E) Rules / Fare Details	Visit Delta	No		\$232.23
Basic Economy (E) Rules / Fare Details	Visit Delta	No		\$236.40
Economy (T) Rules / Fare Details	Visit Delta	No		\$316.40
Economy (U) Rules / Fare Details	Visit Delta	No		\$380.40

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If you have any questions, or need further assistance please contact the Travel Office at 614-292-9290 or travel@osu.edu.