

## Change in travel plans? Let's answer your questions...

### Can I prepone or postpone my reservation?

The date of journey on Confirmed/RAC/waitlisted tickets can be preponed or postponed in the same/higher class or for the same destination on payment of prescribed charges. This facility can be availed only once, irrespective of whether the accommodation available is reserved or RAC or Waitlisted.

If you want to prepone or postpone the date of your journey, you should surrender your tickets during working hours of reservation office atleast forty eight hours before the scheduled departure of the train in which originally booked subject to restriction during 1<sup>st</sup> hour of advance reservation period opening if any.

### Can I change the boarding station?

Yes, you can do so provided:

- (i) A specific request is made before preparation of the first reservation chart of the train, through
  - a. an application to the Chief Reservation Supervisor/Reservation Supervisor 'on duty' during working hours at any computerized Passenger Reservation (PRS) center or
  - b. through website of Indian Railway Catering & Tourism Corporation (IRCTC) or through 139. The facility is for the tickets booked through computerized PRS counters as well as those booked through internet.
- (ii) The train is booked to stop at the station at which the passenger desires to entertain and the desired station falls on the route of the originating and terminating stations indicated on the ticket;
- (iii) There is no objection to the accommodation being used, if necessary from the initial station upto the station at which the passenger is due to entertain;
- (iv) No refund is claimed for the portion of the journey not performed;
- (v) In case the boarding point is changed within 24 hours of departure of train, no refund shall be permissible in normal circumstances; however, in exceptional circumstances like cancellation of train, non-attachment of coach, late running of train by more than three hours, normal refund rules shall be applicable. In case of fully/partially waiting list e-ticket/PRS ticket will continue to be governed by the extant refund rules subject to condition that the time limits for granting refunds on such tickets will be reckoned as per Refund Rules, 2015. It is also clarified that in case of tickets where boarding point is changed at the time of booking of ticket itself, the facility of changing boarding point subsequently shall be admissible only from changed boarding point towards destination and not in reverse direction.
- (vi) However after applying for change of boarding point, if a passenger request to board from original boarding point instead of changed boarding point, in that case:-
  - a. If accommodation is available from original boarding point to changed boarding point, the passenger will be provided vacant accommodation without payment of fare.
  - b. If the accommodation is not available, the passenger will not be allowed to board the reserved coach in which the accommodation was originally booked. If passenger is detected travelling in the train, he will be treated as without ticket and will be required to pay single fare from original boarding point to changed boarding point along with penalty.
  - c. The above provisions will be applicable to all types of trains including Rajdhani/Shatabdi etc."
- (vii) Passengers have been provided within the option of booking ticket with different boarding station and 'station from which accommodation is reserved'. Exercise of the option at the time of booking of ticket shall not debar the passenger from making request for change of boarding point subsequently. Implying, different boarding point at time of booking of ticket shall not be considered as first request for change of boarding point as per provisions of this para.

### Can I break my Journey at any Intermediate station?

If you hold a journey ticket for more than **500 kms**, you can break your journey once for two days at any station enroute. This facility can be availed only after travelling 500 kms from the starting station. If your ticket is for more than **1000 kms**, you will be allowed to break your journey twice.

The day of arrival and departure must be excluded while calculating the number of eligible days for break of journey. And remember to get your ticket endorsed by the **Station Manager/Ticket Collector** at the station where you intend to break your journey.

**Note:** This facility is not **available** to passenger travelling by **Rajdhani/ Shatabdi/Jan Shatabdi** Express trains.

This facility is **not permitted** short of the station up to which reservation has been done.

Intention to break journey is to be advised at the time of original booking and not after **obtaining reservation**.

### Can I extend my Journey beyond the original destination?

Yes, Indian Railways allow extension of journey. This can be done by approaching the ticket checking staff either before reaching your destination or after completion of booked journey. The fare for the extended portion of the journey will be collected without the benefit of telescopic rates.

### Can I upgrade my ticket to a higher class enroute?

Your reserved ticket for a lower class can be upgraded to a higher class for the same train and date, subject to availability of accommodation. The upgrading of accommodation can be done only once on collection of fresh reservation charges and the fare difference. This can also be done during the journey by approaching the Travelling Ticket Examiner.

### Can my confirmed ticket be transferred to somebody else?

If you are holding a confirmed ticket and are unable to travel, your ticket can be transferred to your family members viz, father, mother, brother, sister, son, daughter, husband or wife. To transfer your ticket, you must submit your request atleast 24 hours in advance of the scheduled departure of the train. However, change of names is not permissible on the tickets issued on concession.

### Tickets can also be transferred:

To another Government Servant travelling on duty, atleast 24 hours In advance of the scheduled departure of the train.

To other students of recognised Educational Institution when the Principal/Head makes a request atleast 48 hours in advance of the scheduled departure of the train.

To other members of the marriage party, if the head of such a party makes a request atleast 48 hours in advance of the scheduled departure of the train. To other cadets of NCC, if the head of the group makes a request **atleast 24 hours** in advance of the scheduled departure of the train. Such changes can be made only once - if the request does not exceed 10% of the total number of group members.

### Circular Journey Tickets. Reserving special carriages. Booking a train... Let's help you out.

#### What are Circular Journey Tickets ?

If you wish to go on a pilgrimage or sightseeing trip to many destinations, Indian Railways provide the facility of booking Circular Journey Tickets. These tickets offer you unique travel flexibility, as they are issued for all journeys (other than regular routes) which begin and end at the same station. Circular Journey Tickets can be purchased for Second & Sleeper Classes. A maximum of **eight** break of journeys will be admissible on these tickets. Endorsements for break journeys are not needed.

**Standard Circular Journey Tickets** are also offered by Zonal Railways. These cover popular destinations for the convenience of tourists. The details of route, fare etc., for these tickets can be obtained from nominated stations in each Zonal Railway. You can purchase these tickets if any one of the standard routes suits your convenience. Otherwise you can inform the Zonal Railways about your itinerary and Circular Journey Tickets can be drawn up to suit your requirements. This facility is available in all Classes.

#### What are the advantages of booking a Circular Journey Ticket?

Circular Journey Tickets give you the benefit of **telescopic rates**, which are considerably lower than regular point-to-point fare. These rates are calculated on Mail/Express Fares.

With these tickets, you not only save time but also the Inconvenience of booking tickets for each leg of the journey.