

Reminder: Cash Settlement Schedule Changes Now in Effect

To Our Travel Agency Customers –

As the global travel community adapts to the impact of the COVID-19 pandemic, ARC recognizes the enormous pressures facing our industry and customers. This is an unprecedented time and is transforming our marketplace.

This is a reminder that, effective with PED 03/29/20, ARC's draft and disbursement day is moving from Friday, five days after the sales week closes, to the following Wednesday, ten days after the sales week closes. **This means the draft and disbursement originally scheduled for tomorrow (Friday, April 3) will now take place next Wednesday, April 8.** This will repeat weekly until further notice. A visual representation of the changes outlined above can be found [here](#), and a list of FAQs about this process is available [here](#).

Other Important Information for Travel Agencies

- **Weekly Sales Reports:** Effective immediately, ARC is unable to extend the sales report deadline for any travel agency. Because our industry is undergoing so much volatility, ARC seeks to keep as many aspects of settlement as consistent as possible. To ensure accuracy and minimal agency re-work, ARC recommends that agencies review their sales reports on Tuesday prior to finalizing, and that agencies also refrain from submitting their sales reports early.