

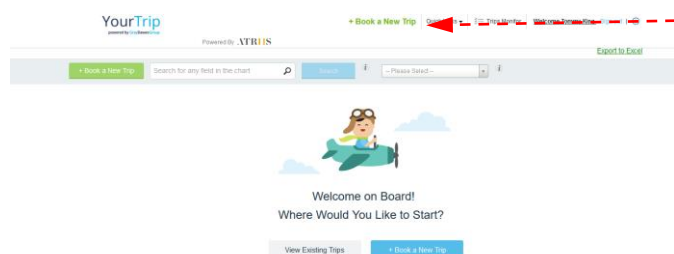
Booking a **UK Train** with

**YourTrip**  
powered by **GrayDawesGroup**

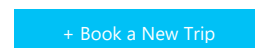
Support: [GDB@GDG.travel](mailto:GDB@GDG.travel) | 01206 716 131

## Booking a UK Rail journey in YourTrip by GrayDawesGroup

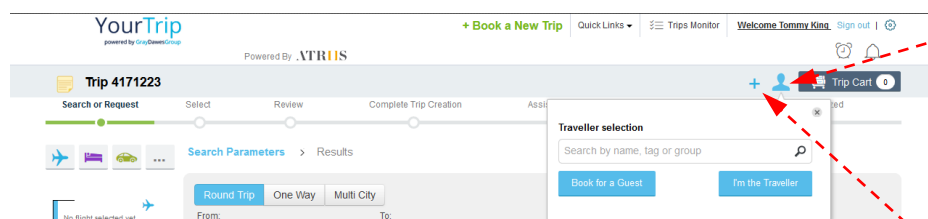
### Step 1 – Starting a new search




After logging in select  
**+ Book a New Trip**  
Or

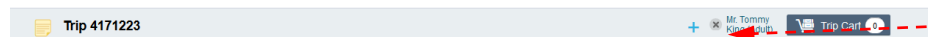


### Step 2\* – Add a traveller



Click on the  icon and search for a traveller's name, or choose if you are booking for a Guest Traveller or yourself

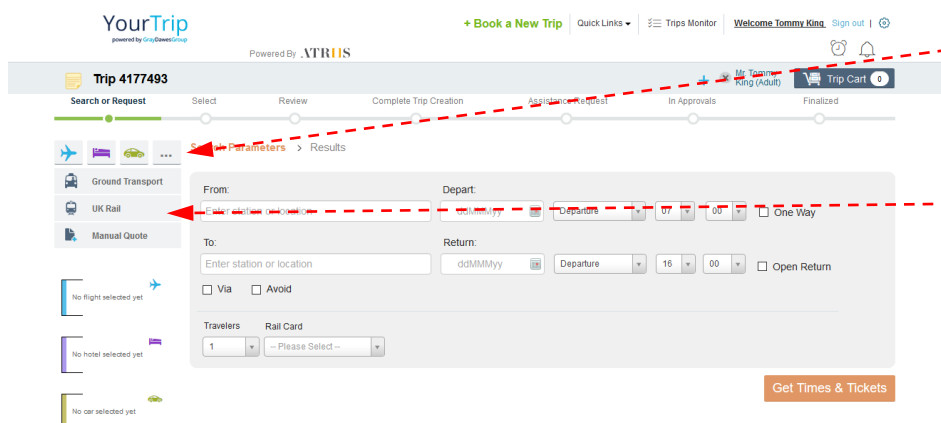
The **+** Symbol will allow you to add additional (up to 5) travellers to this trip



Once the traveller is added to a trip their name will appear, you can remove them by clicking the **X** icon

\* Although you don't need to add your traveller(s) at this point (you can add them later from the basket or at checkout), it'll make it easier for you to see travel policy, negotiated rates, and apply the traveller(s) preferences to the results.

### Step 3 –Open the rail search window



Click on the ... icon to show additional products

Then select UK Rail from the dropdown options

Search Parameters > Results

Enter your search criteria, including if you only need open returns, want to go via a station, or avoid a station

If one of the travellers has a railcard (and it isn't saved in their profile) you can manually apply one here.

If your organisation allows it up to 5 passengers can be booked for in one transaction

Once you have entered your details press [Get Times & Tickets](#)

## Step 4 –Choosing your train

The screenshot shows the 'Results' page for a trip from London (any) (182) to Swansea (SWA) on Monday, 24th September. The interface includes search parameters, a progress bar, and a table of available trains. A red box highlights the 07:15 train, and another red box highlights the Standard Advance Single fare of £19.00 for the 19:29 train.

Out	182	182	182	182	182	SWA	SWA	SWA	SWA
07:15	07:30	08:15	08:30	09:15	16:29	17:12	18:29	19:29	
10:45	11:33	11:44	12:35	12:42	20:05	21:12	21:47	23:07	
03h 30m	04h 03m	03h 29m	04h 05m	03h 27m	03h 36m	04h 00m	03h 18m	03h 38m	
Direct	2 Stops	Direct	2 Stops	Direct	Direct	2 Stops	Direct	Direct	
Co2: 14.49kg	Co2: 14.49kg	Co2: 14.45kg	Co2: 14.49kg	Co2: 14.49kg	Co2: 14.49kg	Co2: 14.49kg	Co2: 14.49kg	Co2: 14.49kg	
Anytime Return	£265.20	£265.20	£265.20	£265.20	£265.20				
Anytime Return (1st Class)	£359.00	£359.00	£359.00	£359.00	£359.00				
Off-Peak Return					£113.10				
Off-Peak Return (1st Class)					£229.00				
Standard Advance Single	£68.50	£107.00	£94.00	£107.00	£45.50	£24.00	£56.50	£24.00	£19.00

Similar to other online rail booking systems, each column lists the available trains and each row shows the fares available at that time.

Fares available on the 07:15 > 10:45 train

Comparison of the chosen ticket type across all trains in our search timeframe.

## Reading the fare results

The screenshot shows a detailed view of the fare results table. A tooltip is displayed over the Off-Peak Return fare of £113.10, showing route restrictions and fare rules.

Anytime Return	£265.20	£265.20	£265.20	£265.20	£265.20				
Anytime Return (1st Class)	£359.00	£359.00	£359.00	£359.00	£359.00				
Off-Peak Return					£113.10				
Off-Peak Return (1st Class)									
Standard Advance Single	£68.50	£107.00	£94.00	£107.00					
First Advance Single	£90.50	£115.00	£114.50	£115.00	£66.50	£51.00	£52.50	£51.00	£43.50
Off-Peak Single					£67.90	£67.90	£67.90	£67.90	£67.90
Super Off-Peak Single						£49.00	£49.00	£49.00	£49.00
Anytime Single	£132.60	£132.60	£132.60	£132.60	£132.60	£132.60	£132.60	£132.60	£132.60

Off-Peak Return  
£229.00  
Route: Travel is allowed via any permitted route. (00000)  
Reservation: SeatsOptional  
Fulfillment: Ticket on departure available, Kiosk available  
For full fare and journey information [click here](#)

If you are booking an open return ticket you will need to select an outbound fare first, then select the return train that closest matches when you anticipate travelling.

Mouse over a fare to show route restrictions and fare rules

If a box is greyed out then it is either sold out, or does not count as "Off-Peak" or "Super Off peak"

## A quick note on Rail Ticket types

TYPE	REFUNDABLE?	NOTES
<b>ANYTIME</b>	Yes	Can be used on any train, at any time of day between the two selected stations.
<b>OFF-PEAK</b>	Yes	Can be used on any trains considered "Off-Peak".
<b>SUPER / DAY OFF-PEAK</b>	Yes	Can be used on any trains considered by the Operator to be "Super Off-peak".
<b>ADVANCE</b>	No	These tickets generally provide best value for money, however, are restricted to the specific train chosen during the booking process. These cannot be refunded, but they can be changed (at a fee) for another train on the same route

There are Four main types of train tickets bookers need to be aware of:

- Anytime
- Off-peak
- Super Off-peak
- Advance

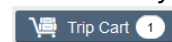
## Step 5 – Add fares to your Tripcart

The screenshot shows the 'YourTrip' website interface for a rail journey. The search parameters are: Trip 4177493 London (any) (182) - Swansea (SWA) (Mon, 24 Sep 18). The results page displays a table of fare options for the outbound journey (London to Swansea) and the return journey (Swansea to London). The 'Standard Advance Single' fare is highlighted with a blue checkmark and a price of £45.50. A red dashed arrow points to the 'Add to Trip Cart' button next to this fare option.

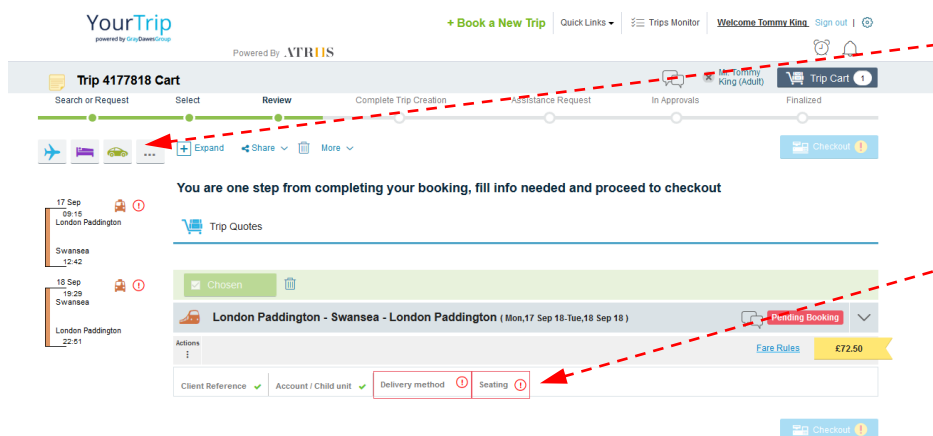
	07:15	07:30	08:15	08:30	09:15	16:29	17:12	18:29	19:29
Out: 09:15	£265.20	£265.20	£265.20	£265.20	£265.20				
Anytime Return	£265.20	£265.20	£265.20	£265.20	£265.20				
Anytime Return (1st Class)	£359.00	£359.00	£359.00	£359.00	£359.00				
Off-Peak Return					£113.10				
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Standard Advance Single	£68.50	£107.00	£94.00	£107.00	£45.50	£24.00	£56.50	£24.00	£19.00

Once you have selected your outbound (and if applicable return) fares the "Add to Trip Cart" button will appear at the top of the results

After clicking the button you will be taken to your Trip Cart



## Step 6 – Checkout



You can now add more train journeys, a hotel, flights, or any other product to your booking.

When you are ready to complete the booking you will need to complete the mandatory fields

Once you have completed the mandatory fields and any optional fields the checkout button will turn solid blue.



Simply enter any reference fields to complete the booking.