## HOW TO: Book Train Tickets in Germany with Deutsche Bahn

## There are 2 options:

- i) You can book tickets on the day using a ticket machine at the station.
- ii) You can book online in advance.

Ticket machines at German train stations look like this:



Switch to English language and follow the on-screen instructions. As destination type in "Würzburg Hbf", which means Würzburg main station. Do use the "ü" in Würzburg instead of "Wuerzburg". You can pay with debit or credit card.

If you would like to book online in advance, follow these simple steps:

Startseite   bahn.de/aktuell   Hilfe & Kontakt   Sitemap	Deutsch A A A Suchen Q
Tickets & Angebote Reise & Services BahnCard Geschäftsk	<ul> <li>Český</li> <li>Dansk</li> <li>English</li> <li>Español</li> <li>Français</li> <li>Italiano</li> </ul>
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1. Go to <u>www.bahn.de</u> and change the language:

2. Enter starting point, destination, date and time ("Dep"=depart and "Arr"=arrive refers to the time you have provided).

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3. You can now also directly choose date and time for a return journey (see above). Please tell the system how many people are travelling and in which class. "Bahncard" is a special saving scheme for frequent travelers. Should you have one, you can choose an option here.

**IMPORTANT:** Make sure you put in the right name of the station. "Hbf" means main station. For example, "Frankfurt (M) Flughafen Fernbf" refers to the station at Frankfurt airport, while "Frankfurt (Main) Hbf" means Frankfurt main station in town. In this particular case, "Main" or "M" refers to the river Main in Frankfurt and <u>not</u> main station.

- 4. Pick a journey from the list that appears (see below). If you have chosen to book a return journey as well, click on the red button "Retourn journey" to obtain a list of return journeys on the date you have provided.
- 5. Choose a return journey and click on the red button "To offer selection".

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- 6. Pick a fare out of the 4 options (s.a.). The differences between fares a self-explanatory. You might want to pick "Flexpreis" as you are not committed to a particular train. Using this option you can travel anytime during the day you have specified.
- 7. Skip the promotion for a "Bahncard" and tick "Don't buy a BahnCard".
- 8. On the next page, you can log in, if you are already registered. You can also register as a new customer or simply book without registering.
- 9. When asked, how you would like to receive your ticket, please choose "Digital ticket" (see below). IMPORTANT: You will receive a pdf-file at the end of the booking, which you need to print and show to staff on the train. Having a printed ticket makes it easier for us to reimburse you.
- 10. On this page, you can also choose to reserve a seat. We recommend having a reservation on trips longer than 1 hour. **IMPORTANT:** Make sure you get on the correct car/wagon as seat numbers are the same in each car/wagon.

Please check that you do not take a seat that is reserved. Depending on the train type, information between which cities that particular seat is reserved can be found above the seat or on the seat itself.

- 11. Depending on the fare you chose earlier, this might include a "City-Ticket", which allows you to travel on local services (busses and trams) at your starting point and destination before and after your train journey, respectively.
- 12. Provide address and choose payment option (most likely credit card). Provide payment details and confirm the booking. Do not forget to download the pdf-ticket and print.

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