



Application Form TIDS NUMERIC CODE (TRAVEL INDUSTRY DESIGNATOR SERVICE)

For the Asia-Pacific (excluding Australia) • www.iata.org/tids

Client Information

Office Designation: Head Office or Branch Office (please provide code of your Head Office, TIDS or IATA accredited agency and a letter of authorisation from your head office)

How did you hear about TIDS? (please tick one):

- IATA Office
- National travel Agents' Association
- Car Rental Company
- Trade Show
- Hotel
- CRS/GDS
- Website (please specify URL below)
- Other (please specify below)

Legal Name of Entity:
Trading Name (if different from Legal Name):
Location Address :

Mailing Address - if different from above :
Type of business (e.g. Travel Agency, etc.) _____

Telephone Number _____ **Fax Number** _____
E-mail _____ **Website** _____

Fees Payable (Subject to local government taxes):

If your agency is equipped with CRS/GDS equipment, please indicate the name of the GDS (e.g. ABACUS, AXESS, AMADEUS, GALILEO, SABRE, WORLDSPAN, etc.) _____

Non-Refundable Application Fee (Inclusive of certificate)	USD 175.00
Non-Refundable Renewal Fee for 2007 onwards (Inclusive of certificate)	USD 175.00
Urgent Processing Fee	USD 80.00
(TIDS code assigned within 24 hours of receipt of a complete application together with payment)	(Add 5% GST for Singapore)

Requirements for TIDS code application

- Completed application form (clearly and legibly **PRINTED IN CAPITALS**);
- Government license for travel agents (where applicable) **or** proof of business registration;
- One (1) letter of recommendation from an Airline or Global Distribution System (GDS) i.e. Amadeus, Galileo, Sabre or Worldspan or two (2) letters from travel and tourism industry supporters i.e. hotel, car rental companies, etc;
- Where possible, National Travel Agents' Association proof of membership in good standing;
- Application fees via Cheque or Credit Card (USD 175 subject to local government taxes)

Please submit your application form complete with ALL necessary documents to support your application request to avoid unnecessary delays. **To further expedite the Application**, please scan and submit all documentation in PDF format and email all of the above to agencyservices-a3@iata.org.

Payment Information

Amount payable **USD 175** (USD 183.75 after 5% GST in Singapore)
Total with express charges **USD 255** (USD 267.75 after 5% GST in Singapore)
Payment by Cheque (Please make payable to 'International Air Transport Association')
Type of Card: Mastercard Visa American Express

Name of Cardholder: _____

Credit Card No : -
(Please include the **3-4 digit security code** found at the back of the card)

Expiry. Date (MM/YY) : _____

Card Holder Signature : _____

Asia-Pacific (excluding Australia)
Application for assignment and registration of a TIDS numeric code



TIDS NUMERIC CODE (TRAVEL INDUSTRY DESIGNATOR SERVICE)

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We hereby apply for the assignment and registration of a Travel Industry Designator Service (TIDS). We confirm and accept the TIDS terms and conditions and that the fee for the TIDS Code will be billed to us on an annual basis.

Applicant Name: _____ Designation: _____

Signature: _____ Date: _____

**If you are unable to submit the Application with the supporting documents via email,
You may mail the Application to**

International Air Transport Association
Travel Industry Designator Service (TIDS)
77 Robinson Road, #05-00
SIA Building, Singapore 068896

Tel: +65 6239 7217

Fax: +65 6536 7745

E-mail: agency-services-a3@iata.org

Terms And Conditions

- 1) The Applicant understands and agrees that the allocation of a TIDS (Travel Industry Designator Service) numeric code is not part of any IATA Agency Accreditation process. This application therefore does not constitute an application for IATA Agency Accreditation. The Applicant understands and agrees that acceptance of the TIDS application does not entitle him to represent himself as an IATA Agent, or IATA Approved, or IATA Accredited, or as having an IATA Numeric Code, or any other representation which may create the impression of the Applicant being an IATA Agent. The Applicant is not authorized to use the IATA logo on its premises, letterhead or for any other purpose, and the Applicant specifically agrees not to make any representation or hold out to the public or the industry to be an IATA Agent unless and until the Applicant actually secures IATA Accreditation status.
- 2) The Travel Industry Designator Service is allocated to a non-IATA agent's place of business to facilitate identification by travel industry principals in electronic reservations systems. The TIDS Code Holder understands that the unauthorized use of the TIDS numeric code will result in the immediate cancellation of its TIDS numeric allocation and notification thereof to IATA Member airlines and other travel industry principals. The TIDS Code Holder shall take all due and reasonable precaution to prevent misuse of the TIDS numeric code by third parties and will be responsible for any damages arising from such misuse in case of failure to take appropriate precautions.
- 3) The Applicant recognizes and agrees that IATA has the right to reject the application and/or cancel a TIDS number at any time.
- 4) A non-refundable fee is payable upon submission of the application. An Annual Fee will be billed to the TIDS numeric code holder on an annual basis. Failure to pay the Annual Fee by the due date will result in cancellation of the assigned TIDS numeric code.
- 5) The TIDS Code Holder must immediately notify IATA in writing of any changes to the information provided in this application form. In the event that the TIDS Code Holder ceases to be licensed to trade as a travel agent under applicable legislation, the assigned TIDS code will be immediately cancelled. If the agent ceases to be a member of a national travel agents' association, the agent may continue to hold a TIDS numeric code as long as two (2) written recommendations of a hotel, car rental, CRS/GDS or other travel and tourism industry suppliers are provided. In the event of a cancellation of a TIDS numeric code for any of the reasons stated above, there will be no fee refund referred to in paragraph 4.
- 6) The TIDS Code Holder must notify IATA in writing if the TIDS numeric code is no longer required. Such notification may be given at any time. In such case, there will be no fee refund referred to in paragraph 4. Following cancellation, if the agent subsequently reapplies for a new TIDS numeric code, a new application including the registration fee will be required.
- 7) The Applicant hereby authorizes IATA to register the information provided on the TIDS listing and to communicate such information to travel industry principals subscribing to the IATA agency database. If you do not wish not to be solicited please notify us in writing. IATA will apply all reasonable and due care in processing this application, any notification of cancellation, and any other information provided by the TIDS Code Holder. However, the Applicant agrees that neither IATA nor any of its officers or employees will be responsible in the event that the TIDS numeric code is incorrectly assigned, reproduced, cancelled, or other information connected with TIDS is incorrectly processed or represented.
- 8) The Applicant expressly recognizes that upon signature of the application form and acceptance of this application by IATA, these Terms and Conditions shall become effective and binding.
- 9) IATA shall assume ownership over all application documents and reserves the right to destroy these in confidence where the applicant has not completed the submission of all required documentation or payment within 60 days. During the period, the applicant may request for the return of these documents at cost.