



**BSP - TÜRKİYE  
BİLDİRİ - 272**

İstanbul, 18 Şubat 2008

Sayın Acente Yöneticisi,

**“ÜMRE İÇİN IATA ACENTALARININ SERTİFİKASYONU PROSEDÜRÜ” HAKKINDA BİLGİ**

Ümre için IATA Sertifikasına ihtiyaç duyan acentalarımızın izlemesi gereken prosedür aşağıda bilgilerinize sunulmaktadır.

Saygılarımızla,

IATA

- 1. Accredited IATA Agents wishing to have IATA certification for Umrah are required to submit a request to the IATA office in Jeddah via fax media only to Fax number: +966 2 650 3724. Neither e-mails nor verbal requests shall be accepted.*
- 2. The request should be addressed to the IATA Country Manager - Saudi Arabia on the Agent's letter head requesting the issue of certification to verify their IATA Accreditation status to Ministry of Haj.*
- 3. The request must include the Agency Full name as approved by IATA, IATA code, City, Country, name of their counter Umrah operator in Saudi Arabia and his representative.*
- 4. IATA Saudi Arabia shall upon receipt of the fax and follow up by the Agent's local representative in Saudi Arabia, issue an invoice against their request for SAR 200 equal to \$ 53.5, collect fees, issue the required certificate.*
- 5. Fees for this service are only to be remitted to IATA Saudi Arabia directly in Saudi Arabia through their counter Umrah operators.*
- 6. Certificates shall only be delivered to the Ministry of Haj by IATA Jeddah and then within 24 hours from payment of fees.*
- 7. Again, as laid down procedures by the audit department and as agreed with the Ministry of Haj in Saudi Arabia, certification of IATA agents for Umrah traffic is limited to the IATA office in Saudi Arabia and no certification in this respect shall be given by any other IATA office.*

**International Air Transport Association**

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