

**(Template – ON APPLICANT’S OFFICIAL LETTERHEAD PAPER)**

TO: Country Manager, Germany & Austria  
IATA Services GmbH, Wilhelm-Leuschner-Str. 78, 60329 Frankfurt

FROM: \_\_\_\_\_  
(Please add Airline’s Head Office, legal name, 2-Letter-Code, numeric code and IBCS-Consolidator if applicable)

1.COPY: Airline’s Manager in-charge for Germany  
(please provide a copy of this letter to him/her)

2.COPY: Airline’s bank mentioned below  
(please make sure that your bank does receive a copy of this letter “Abbuchungssauftrag”)

REFERENCE: **Beneficiary Bank Account and Bank Authorisation with regard to Debits/Credits (“Abbuchungssauftrag für Lastschriften”) for BSP-clearing transactions**

\_\_\_\_\_

This is our instruction to remit the amounts due to (the Airline) in respect of the settlement of the IATA Services GmbH/BSP Germany to the bank account specified below.  
In addition **we herewith provide the IATA Services GmbH with the mandate for debiting/crediting this bank account** with regard to all BSP clearing transactions.

This instruction is effective from and including the next possible settlement and in respect of each settlement of BSP Germany thereafter. Any purported modification to this instruction is null and void, unless issued by this office (of the Airline). This authorisation may be cancelled at any time.

We (the Airline) confirm herewith that our Manager in-charge for Germany **and the bank mentioned are provided with a copy of this instruction/bank authorisation.**

Beneficiary Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
IBAN Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Branch & Address (must be loc. in Germany): \_\_\_\_\_  
Bank Routing Code (Bankleitzahl): \_\_\_\_\_  
Bank Swift Code: \_\_\_\_\_

Signed on behalf of (the Airline)  
2 signatures by senior officers, at least 1 of which must be head of financial/treasury/cash management dept.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

**For IATA usage only. Please leave blank.**

Data entered by: \_\_\_\_\_ on: \_\_\_\_\_

Data checked by: \_\_\_\_\_ on: \_\_\_\_\_