



IATA ACCOUNTING AND PREFIX CODE REQUIREMENTS

According to the Provisions of the IATA Passenger Services Conference Resolution 767, to be eligible for an IATA three numeric Accounting and/or Prefix code, companies must:

1. Complete and submit the official online application form (www.iata.org/cs)
2. Submit a valid Air Operator Certificate (AOC) issued by a government.
3. Scheduled Airlines must provide proof that schedules are published. Therefore, IATA recommends filing of initial schedules and subsequent updates with major industry schedules database companies. Please contact OAG or Cirium who are aware of the IATA Coding application process and will be able to guide your company to obtain this evidence.

OAG: reference@oag.com

Cirium: supplierrelations@cirium.com

If another aggregator or reservation ticketing services is being used, the company will need to provide evidence to IATA that the schedules have been uploaded and available to the industry.

4. Applicants of a three numeric accounting code (passenger) must meet at least **ONE** of the following criteria:

- Has signed a reciprocal (two-way) interline traffic agreement with an airline holding a valid IATA airline code. Please provide copy of signed agreement.

Airlines which are party to any of the following industry agreements/plans, or will join within 90 days after code assignment:

- IATA Billing and Settlement Plan (BSP) - Please provide a signed letter that specifies your interest to join BSP. Please note that if joining is not completed 90 days after code assignment, the code gets recalled.

- Airlines Reporting Corporation (ARC) - Please provide copy of the agreement.

- Participate in the A4A Interline Traffic Agreement (ITA) – Passenger. Please provide copy of the agreement.

5. Applicants of a 3 numeric prefix code (cargo) must meet at least **ONE** of the following criteria:

- Have signed a cargo reciprocal (two-way) interline traffic agreement with an airline holding a valid IATA airline code

Airlines which are party to any of the following industry agreements/plans, or will join within 90 days of code assignment:

- IATA Cargo Accounts Settlement Systems (CASS) - Please provide a signed letter that specifies your interest to join CASS. Please note that if joining is not completed 90 days after code assignment, the code gets recalled.

- Airlines who have an authorized Freight Forwarder issuing airwaybills (AWB) on their behalf. Please provide a signed and stamped letter from the Freight Forwarder specifying that they issue airwaybills (AWB) on behalf of the airline

- Airlines who have a Universal Air Travel Plan (UATP) agreement as a contractor party. Please provide copy of the agreement.

- Participate in the A4A Interline Traffic Agreement (ITA) – Cargo. Please provide copy of the agreement.

6. Train, bus, and ferry companies must meet the following requirements:

- Submit a valid authorization issued by a government body to provide transportation services.

- Provide copy of an intermodal traffic agreement with an airline holding a valid IATA code. The intermodal service must be for use in reservations, schedules, timetables or tariffs publishing.



7. Computerized Reservation Systems (CRSs) must provide confirmation from an Airline holding an IATA code, that the CRS is providing them services. The confirmation should be received in the form of a signed letter from the airline.

8. Submit official copies of the company's Certificate of Incorporation/Registration (COI/COR).

9. Submit a breakdown of company's list of shareholders including percentage ownership of each shareholder. The document should be on corporate letterhead and dully signed and stamped with a corporate seal.

Translations where necessary (Point 8 and 9) should be made to English and certified by an official translator. The translation should be signed and certified.

Please note that an application and assignment fee is required to be paid to obtain the assigned code. The 2020 fee is USD 5,700.00 per code.