



## Application Form

### TRAVEL INDUSTRY DESIGNATOR SERVICE (TIDS) NUMERIC CODE

Asia Pacific (excluding Australia) • [www.iata.org/tids](http://www.iata.org/tids)

#### CLIENT INFORMATION

Office Designation: Head Office or  
Branch Office (please provide code of your Head Office, TIDS or IATA accredited agent)

**96** -

How did you hear about TIDS? (Please tick one)?

IATA Office

Trade Show

National Travel Agents' Association

CRS/GDS

Travel Industry Supplier (type/name):

Website (URL):

Other :

Legal Name of Entity:

Trading Name (if different from Legal Name):

VAT number:

Location Address: Address (1)

Address (2)

Address (3)

Country

Postal Code

Mailing Address: Address (1)

Address (2)

Address (3)

Country

Postal Code

Telephone Number:

Fax Number:

Business E-mail:

Website:

Type of business (e.g. Travel Agency, Tour Operator, Conference or Event Organizer etc.):

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

#### Fees Payable (Non-refundable):

USD 290 (inclusive of USD 15 administrative fee)

USD 310.30 (inclusive of USD 15 administrative fee + 7% GST) – for Singapore applicant only

(Fees may be subjected to change)

#### Form of Payment:

**Online Payment:** IATA will contact you, by email, for payment once your application has been accepted.

**ASIA PACIFIC**  
Application for assignment and registration of a TIDS numeric code



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### REQUIREMENTS FOR TIDS CODE APPLICATION:

If a document is in a foreign language, translation in English is required

**When submitting your application, please ensure to include the following:**

- Completed application form
- Government license for travel agents (where applicable) **or** evidence of business registration including tax registration. •
- National travel agent's association proof of membership in good standing (optional)  
**OR if you are not a member of the National Travel Agent Association, then please provide:**
- one (1) letter of recommendation from an IATA 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, listed on TIDS website

Please submit your application form with ALL necessary documents to support your application to avoid unnecessary delays. Please submit all documentation in PDF format in 1 zip file by uploading it at <http://www.iata.org/customer-portal/Pages/ContactUs.aspx>

If you are unable to upload your Application with the supporting documents, you may post your Application:

To: International Air Transport Association  
Travel Industry Designator Service (TIDS)  
TripleOne Somerset  
111 Somerset Road, # 14-05  
Singapore 238164

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## TRAVEL INDUSTRY DESIGNATOR SERVICE (TIDS) NUMERIC CODE

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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 as printed overleaf and that a renewal fee will be billed to us on an annual basis.

Applicant Name:

Designation:

Signature:

Date:

### 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 registration fee is payable upon submission of the application. A renewal 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 supporters 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.

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