



# IATA Accreditation & the Travel Industry Designator Service (TIDS) in Canada

## 1. IATA Accreditation

IATA Accreditation is an industry program developed to simplify the relationship between airlines and qualifying travel agents. Accredited Agents are eligible to ticket international and domestic travel on behalf of airlines under one single sales agreement.

All Accredited Agents obtain an IATA Code, a unique numerical identifier, which allows them to be recognized by travel suppliers from across the globe. Additionally, Accredited Agents participate in the BSP (Billing Settlement Plan), a service which facilitates the billing, reporting and settlement of airline tickets issued via the GDSs and some airlines' direct channels.

Under NewGen ISS, travel agencies may choose from one of three accreditation models:

- **GoLite Accreditation:** For Agents in a market seeking to transact in the BSP with minimal financial requirements. GoLite Agents do not have access to a Cash facility (payment on invoice) but can ticket using IATA EasyPay (a pay-as-you-go e-wallet), and Customer Cards. Agents can also use Alternative Transfer Methods (ATMs), subject to airline consent.
- **GoStandard Accreditation:** For Agents in a single market seeking to transact in the BSP using forms of payment including Cash (payment on invoice), IATA EasyPay (a pay-as-you-go e-wallet), and Customer Cards. Agents can also use Alternative Transfer Methods (ATMs), subject to airline consent. GoStandard Agents must meet defined Local Financial Criteria as recommended by the local Agency Program Joint Council – an industry appointed group of equal constituents of BSP participating airlines and Accredited Travel Agents and adopted by the Passenger Agency Conference.

- **GoGlobal Accreditation:** A streamlined Accreditation for Agents operating across several markets seeking to transact in multiple BSPs using various forms of payment including Cash, IATA EasyPay (a pay-as-you-go e-wallet), and Customer Cards. Agents can also use Alternative Transfer Methods (ATMs), subject to airline consent.

All Accredited Agents must comply with the requirements established in the IATA Travel Agent Handbook which establishes the binding conditions that enables Agents to sell air tickets through IATA's BSP.

## 2. IATA's Travel Industry Designator Service (TIDS)

IATA's TIDS program is an alternative to IATA Accreditation for travel agencies seeking to be identified and recognized by global industry suppliers via the IATA numeric code, but they are not authorized to issue airline tickets via the BSP.

The TIDS program was originally established for sales intermediaries not focused on air travel. TIDS Agents that wish to issue airline tickets on a range of carriers via the BSP may want to consider applying for IATA Accreditation.



### 3. Program Comparison – Canada Only

#### New Applications

	TIDS	GoLite Accreditation	GoStandard Accreditation	GoGlobal Accreditation
IATA Code (identification)	Yes			
Access to the IATA Accreditation Logo	No		Yes	
BSP Participation				
<b>BSP Payment</b>				
BSP Cash Facility (Payment on Invoice)	N/A	No		Yes
Customer Cards (CC)		Yes		
IATA EasyPay			Subject to Airline Consent	
Agent–Own Cards				
<b>Application Process</b>				
Application form	<ol style="list-style-type: none"> <li>Download &amp; Complete Form</li> <li>Submit via <a href="#">IATA Customer Portal</a> with applicable documentation</li> </ol>	<ol style="list-style-type: none"> <li>Log in to <a href="#">IATA Customer Portal</a></li> <li>Select “New Accreditation Application” under the “IATA Accreditation &amp; Changes” service</li> <li>Select desired Accreditation Type</li> <li>Complete Application form online via the <a href="#">IATA Customer Portal</a>, and attach applicable supporting documentation</li> </ol>		
Key Information Requested*	<ol style="list-style-type: none"> <li>License (BC, ON, QC)</li> <li>Tax Number</li> <li>Ownership details</li> <li>Letter(s) of Reference from Industry Suppliers or Travel Agency Association</li> </ol>	<ol style="list-style-type: none"> <li>License (BC, ON, QC)</li> <li>Tax Number</li> <li>Ownership details</li> <li>Copies of Owner/Manager IDs</li> <li>Competent &amp; Qualified Staff</li> <li>GDS (or Airline’s NDC Endorsement)</li> </ol>		<p>Subject to local requirements applicable in the markets in which Accreditation is sought.</p> <p>GoGlobal Agents must maintain accredited locations in multiple BSPs.</p>
Financial Requirements (New Applicants)	N/A		<ol style="list-style-type: none"> <li>Financial Statements (Review Engagement Report or Audited Statements)</li> <li>Financial Security for minimum of CAD 35K (minimum of 2 years)</li> </ol>	<ol style="list-style-type: none"> <li>Audited Financial Statements</li> <li>Review per Multi-Country Assessment Framework</li> <li>Financial Security per Multi-Country Criteria</li> </ol>
PCI DSS Compliance	Not requested	Requested for access to CC	Requested for access to CC	Requested for access to CC
Application Cost (including 1 <sup>st</sup> annual fee)**	CAD 165	CHF 450	CHF 1,700	CHF 50,500

## Ongoing Requirements (existing TIDS / Accredited Agencies)

To retain their Accreditation, Agents must continue to meet the applicable requirements. Additionally, Agents pay the applicable annual fee and validate their Agency details once per year (annual revalidation process). For TIDS, Agents must pay their annual fee.

Any changes to the Agency information (address, ownership, contacts) should be submitted to IATA.

	TIDS	GoLite Accreditation	GoStandard Accreditation	GoGlobal Accreditation
IATA Code (identification)	Yes			
Access to the IATA Accreditation Logo	No		Yes	
BSP Participation				
<b>BSP Payment Methods</b>				
BSP Cash Facility (Payment on Invoice)	N/A	No		Yes
Customer Cards (CC)		Yes		
IATA EasyPay				
Agent-Own Cards		Subject to Airline Consent		
<b>Annual Fees</b>				
Annual Fee***	CAD 165	Depending on Agent's previous BSP sales Lowest tier: CHF 200		CHF 48,000 + fees for additional Association Entities
<b>Financial Requirements</b>				
Financial Statements (Review Engagement Report or Audited Statements)	N/A	No	Yes: Remittance Holding Capacity (RHC) will be calculated per the Agent's Risk Status and historical cash sales.  Review Opt-Out: A Financial Security is required. Agent's RHC will equal the amount of Security provided.	Quarterly Review (Audited Financials required)
Financial Security		No minimum Financial Security. May be requested if ADMs exceed USD 5K in 3 months.	Based on Agents' Risk Status (B, C) Calculation based on historical sales	
PCI DSS Compliance	Not requested by IATA		Requested for access to CC	

\* Please refer to Resolution 812 Section 2 for additional requirements and the information requested for IATA Accreditation.

\*\* Taxes not included.

\*\*\* Accreditation prices are determined by the Passenger Agency Conference and established in Swiss Francs (CHF). An Agent's Annual Accreditation fee varies depending on the Agent's previous sales in the BSP:

- CHF 200 - Agents with gross annual sales through the BSP of less than USD 200k
- CHF 350 – Agents with gross annual sales through the BSP from USD 200,001- USD 2M
- CHF 500 – Agents with gross annual sales through the BSP greater than USD 2M

Fees shown only take into consideration the Head Entity/Head Office location. For each Associate Entity/Branch, additional fees apply.

### Legend

- **ADM:** Agency Debit Memo, an accounting tool that airlines use to collect adjustments for Tickets and other accountable documents issued by Agents.
- **BSP:** Billing & Settlement Plan, a system which facilitates the selling, reporting and remitting procedures between accredited travel agents and participating airlines.
- **CHF:** Swiss Francs
- **Financial Security:** Acceptable forms of Financial Security are defined in [Resolution 850p](#). For GoStandard Agents, the Financial Security required is calculated in accordance with the Local Financial Criteria for Canada & Bermuda, as published in the [Travel Agent Handbook](#), and may not be less than CAD 35K.
- **IATA EasyPay:** A virtual wallet available to Agents for payment of tickets issued through the BSP. This payment method is an alternative to Cash and Card, and optional for Agents to use with accepting Airlines.
- **NDC:** [New Distribution Capability](#), a travel industry-supported program (NDC Program) launched by IATA for the development and market adoption of a new, XML-based data transmission standard (NDC Standard). The NDC Standard enhances the capability of communications between airlines and travel agents.
  
- **PCI DSS:** Payment Card Industry Data Security Standard. The PCI Data Security Standard (PCI DSS) applies to all entities that store, process, and/or transmit cardholder data. It covers technical and operational practices for system components included in or connected to environments with cardholder data. If an Agency accepts or processes payment cards, PCI DSS applies.
- **Remittance Holding Capacity (RHC):** A key feature of the risk management framework, the RHC is a monetary threshold for Agents' outstanding BSP Cash sales. All Agents with access to the BSP Cash payment method are assigned a RHC.



## Changing Models / Programmes

### 1. Moving from TIDS to GoLite/GoStandard

A TIDS Agent interested in moving to the GoLite or GoStandard Accreditation will need to submit an application via the [IATA Customer Portal](#). Once approved as an Accredited Agent, the Agent can relinquish their TIDS code if no longer required.

An IATA code will be assigned once the application is finalized.

**Note: As a promotion, during 2020, existing TIDS Agents may apply for GoLite Accreditation at no cost.**

### 2. Moving from GoLite/GoStandard to TIDS

A GoLite or GoStandard Agent interested in moving to TIDS will need to submit a TIDS application via the [IATA Customer Portal](#), and voluntarily relinquish their Accreditation. Note, the Agent will remain responsible to settle any amounts owing for its BSP billings prior to the relinquishment taking effect.

A TIDS code will be assigned once the application is finalized.

### 3. Changing from GoStandard Accreditation to GoLite Accreditation

A GoStandard Agent may change its Accreditation type to GoLite by completing a Notice of Change via the [IATA Customer Portal](#). Under “My Services > Accreditation and Changes”, the Agent will select “Other Changes”.

There is no associated fee and the Agent’s IATA code will remain the same.

### 4. Changing from GoLite Accreditation to GoStandard Accreditation

A GoLite Agent may change its Accreditation type to GoStandard by completing a Notice of Change via the [IATA Customer Portal](#). Under “My Services > Accreditation and Changes”, the Agent will select “Other Changes”. As part of the process, the Agent will be required to also submit Financial Statements and a minimum Financial Security in the amount of CAD 35,000. A fee equivalent to CHF 1250 will also apply.

The Agent’s IATA code will remain the same following the change.

For more details, applications and changes, Agents can contact us through the [IATA Customer Portal](#).

