



PROCEDURE FOR IATA MEMBERSHIP APPLICATION

IATA Membership with full rights and privileges may only be obtained after successful completion of:

- 1) The IATA Operational Safety Audit (IOSA).
- 2) An administrative review by the Membership and Government Relations Department;

DESCRIPTION OF KEY PROCESSES REQUIRED FOR IATA MEMBERSHIP

1. Completion of the Application Form

This form must be completed and returned together with the documents listed below:

- A copy of the Air Operator's Certificate (AOC), valid for a minimum of six months, with ORIGINAL Stamp, date and signature by the issuing Authority (not a notary), together with the Operational Specifications issued by the State of Registry, if applicable.
- Certificate of Registration with appropriate authority e.g. Chamber of Commerce or equivalent
- Audited Financial Statements for the applicant airline, and if majority owned by another company (including state ownership), the financial statements of the owner company. These must be certified by a chartered or public accountant. For new airlines, a business plan prepared by a chartered or public account is acceptable.
- The Annual Report of the applicant airline, or company by-laws showing how it is constituted, or airline profile.
- Valid insurance certificates with aircraft type, registration number for each aircraft and respective details of registering authority, valid for a minimum of six months.
- Traffic statistics for the preceding two years. This requirement does not apply to new airlines.
- Published timetable/schedule, if the airline has scheduled operations.

2. **Payment of Non-Refundable Application Fee**

Upon receipt of the Application Form and all required documents, an invoice for the US\$15,000 non-refundable application fee will be sent to the applicant airline. **Please see membership entry cost summary table below.**

3. **Membership Application Review**

When the application fee is received by IATA, the membership application will be reviewed.

4. **IATA Operational Safety Audit (IOSA)**

The IATA Operational Safety Audit (IOSA) is an internationally accepted evaluation system designed to assess the operational management and control systems of an airline.

IOSA has been designed to help airlines share audit resources and reduce the overall number of audits performed. Airlines enjoy significant cost savings through these reductions (in some cases several hundreds of thousands of dollars per airline per year), as well as a wide range of additional benefits, including:

- Safer operations
- Increased code share opportunities
- Controlled system to share audit results
- IATA quality assurance

IATA oversees the accreditation of Audit Organizations and Endorsed Training Organizations, ensures continuous development of the IOSA Standards and Recommended Practices and manages the central database of IOSA Audit Reports. IATA also implements effective quality assurance to ensure overall programme standardization and ensures that the programme is meeting airline needs as effectively as possible.

Note: An IOSA audit must be completed before IATA Membership is granted.

5. **Final payment of Entrance Fee, Membership dues and Audit Fees.**

All fees and dues listed in the table below must be paid before proceeding to Membership approval.

6. **Approval of Membership**

Once all admission criteria have been met, Members of the IATA Board of Governors are asked to confirm the applicant as a member of IATA.

For further information on Membership please contact membership@iata.org

MEMBERSHIP ENTRY COST SUMMARY.

TOTAL

DESCRIPTION	AMOUNT (US\$)	COMMENTS	COSTS
Application Fee. (Non-refundable)	\$15,000	Application review will commence upon receipt of the Application Fee.	\$15,000
One-time Membership Entrance Fee: Active: International & domestic operations. Associate: Domestic operations only.	\$15,000 \$12,000		
Annual Membership Dues Variable dues assessment: Note: Not applicable for domestic airlines.	\$16,492 To be calculated from statistics provided in Application Form.	Minimum Fixed Assessment for 2009 For airlines operating international Revenue Tonne Kilometres (RTKMs) over 5 million, an amount will be calculated and added to the Annual Membership Dues above. Total dues are pro-rated to month of entry.	\$16,492
Special contribution required for the International Airlines Training Fund. (IATF)	\$ 1,500	The IATF assessment is each Member's contribution to the International Airline Training Fund for scholarships to Members from countries with developing economies.	\$ 1,500
Voluntary Contribution for Membership of Flight Safety Foundation. (FSF)	\$ 2,500	<i>The alliance with the Flight Safety Foundation(FSF) confers membership in the FSF to IATA Members; Please note that this contribution is voluntary.</i>	

Membership, January 2009