

Consumer Protection Group Air Travel Organisers' Licensing Annual Accountants' Report - Part 1

Annual Return – completion required in accordance with ATOL Standard Terms

This Form should be completed on-line.

Please complete this form using Internet Explorer 9 or higher (do not use Chrome)



ATOL holder: ATOL No:
Period from: to: (12 month period)
Start date (dd/mm/yyyy) End date (dd/mm/yyyy)

1. LICENSABLE GROSS REVENUE ON A DEPARTURE DATE BASIS

This section relates to the public category of licensable revenue earned by a standard ATOL holder during the calendar quarters within the period dates at the top of this report immediately prior to the ATOL holder's last financial year, and for a SBA revenue earned in the licence period terminated during the SBA's last financial period, set out above. Please refer to Guidance Note 10.

Public: licensable revenue constituting sales to consumers (licensable Flight-Only, flight inclusive packages or Flight-Plus arrangements sold to consumers).

Calendar Quarter		Licensable gross revenue on departure date basis			
From	To	Flight-Only	flight inclusive package	Flight-Plus	Total Revenue
.....					
.....					
.....					
.....					
.....					
.....					
Total					
Small Business ATOL only (Licence Year)					
.....					

2. LICENSABLE PASSENGER NUMBERS

This section relates to the public category of licensable revenue where the number of passenger bookings have been taken and passenger number licensable revenue earned by the ATOL holder during the calendar quarters immediately prior to the ATOL holder's last financial year, set out above.

Public: licensable revenue constituting sales to consumers (licensable Flight-Only, flight inclusive packages or Flight-Plus arrangements sold to consumers).

Calendar Quarter		Passenger numbers on a Booking Basis				Passenger numbers on a Departure Basis			
From	To	Flight-Only	flight inclusive package	Flight-Plus	Total passengers	Flight-Only	flight inclusive package	Flight-Plus	Total passengers
.....									
.....									
.....									
.....									
.....									
.....									
Total									
Small Business ATOL only (Licence Year)									
.....									



Documents

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2. LICENSABLE PASSENGER NUMBERS (Continued)

ATOL to ATOL: licensable revenue constituting seats sold to another ATOL holder (whether as a seat only sale or as part of a package), other than ATOL holders in the same Group, for resale under the buying ATOL holder's licence.

Calendar Quarter

Passenger numbers on a Departure Date Basis

From	To	Total passengers
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.....		
.....		
.....		
.....		
.....		
.....		

Total

.....

3. CONFIRMATION BY THE ATOL HOLDER

I have read the CAA's Guidance Note 10. I confirm that the ATOL holder has completed APC Returns as required under the terms of the ATOL holder's ATOL (AST Number 3). I confirm that I have set out above in Sections 1 and 2 the revenue and passenger numbers that arose from the licensable transactions

- in the public category, broken into three sub-categories (Flight-Only, flight inclusive packages and Flight-Plus); and
 - in the ATOL to ATOL category,
- in the quarters indicated above for that licence period (or, for Small Business ATOL holders in the licence year), I confirm that I have identified and distinguished the different categories of licensable transaction in accordance with the Civil Aviation (Air Travel Organisers' Licensing) Regulations 2012.

Title: Forename: Surname:

Position: Accountable Person AND:

ATOL holder name (where a company the registered company name):
(Block Capitals)

Address:
(Block Capitals)

..... Postcode:

Email Address: Date:

4. REPORT OF THE ACCOUNTANTS

LICENSABLE REVENUE

We have conducted this engagement in accordance with the terms of our engagement (which terms must contain all the terms mandated in the CAA Standard ARA-ATOL Terms of Engagement dated April 2016 published by the CAA in the Requirements for ATOL Reporting Accountants in Official Record Series 3 (Guidance Note 10)) and guidance published by the CAA approved Professional Accountancy Bodies, and in our opinion the revenue that arose from the licensable operation in the public category, broken into three sub-categories (Flight-Only, flight inclusive packages and Flight-Plus) and in the calendar quarters (or licence year for Small Business ATOL holders) indicated above in Section 1, and:

is is not fairly presented in accordance with CAA Regulations and guidance for the year ended
(Please tick as applicable)

Explanation of qualification or list of exceptions (please use a separate sheet if required):