

Consumer Protection Group

ATOL Self Assessment Tool - Standard ATOL

Air Travel Organisers' Licensing



This Form should be completed on-line. Please complete this form using Internet Explorer 9 or higher (see section 5 for further details)

ATOL holder: ATOL No:

Submitter Name:
Title First Name Surname

Email:

Please round decimal figures to the nearest whole number, e.g. £123,456.78 should be shown as £123,457.

1. REVENUE RECOGNITION POLICY AND FINANCIAL STATEMENT STATUS

Revenue recognition: Basis for Total Revenue:
 Financial Statement Status:

2. SUBORDINATED LOANS

Please include the amount of any loans subordinated to the CAA included in long-term liabilities on the balance sheet:

3. FINANCIAL INFORMATION (for further guidance please refer to [ATOL Policy and Regulations 2013/01](#))

PROFIT AND LOSS STATEMENT	Period End:	Currency Used	Current	Prior Year
Revenue	Include total revenue for the financial year being reported on.		_____	_____
Profit(loss) from operations after tax	Include the profit or loss, or net income for the financial year after tax but before other items, such as minority interest or dividends. Enter loss as a negative figure.		_____	_____
Tax			_____	_____
Interest			_____	_____
Depreciation	Include the amount provided within the profit and loss account for the year for tangible owned fixed assets.		_____	_____
Amortisation	Include the amount provided within profit and loss account for the year, e.g. amortisation of goodwill or deferred research and development and development expenditure.		_____	_____
Impairment of assets	Include the amount provided within profit and loss account for the year for impairment of assets.		_____	_____
BALANCE SHEET				
Total Assets	Include fixed assets (including tangible and intangible fixed assets and investments) and current assets		_____	_____
Current Assets			_____	_____
Cash at bank and in hand			_____	_____
Creditors: amounts falling due within one year	Enter as a positive value		_____	_____
Total liabilities	Include creditors: amounts due within one year, creditors: amounts falling due after more than one year, provisions for liabilities and defined benefit liability. Enter as a positive value.		_____	_____

4. TERMS AND CONDITIONS OF SUBMISSION

The purpose of the assessment is to enable you to assess whether, on the basis of the information submitted in your assessment application, your company would pass the CAA ATOL financial assessment and is therefore meant to be indicative only.

The result of the assessment, if it is a pass, does not mean that your application for an ATOL will meet the CAA's ATOL financial criteria, as the assessment for this will be based on the financial information submitted with your ATOL application, or that an ATOL will be granted to your company as there are other criteria which your company must meet other than financial and which are explained on the CAA [ATOL website](#).

The result of your assessment will be automatically sent to the email address you have provided to us for this purpose. The CAA accepts no liability should the result fail to reach this address or be received by another email addressee if the CAA has used the email address that you provided us with.

Any financial information which you supply to us as part of your actual ATOL application must be verified by an ATOL Reporting Accountant registered under the [CAA ATOL Accountants' Reporting Scheme](#), available on our website.

still use the Self Assessment Tool to establish if they would pass the new test, but this won't apply to their March 2016 renewal.

5. COMPLETION AND SUBMISSION INSTRUCTIONS

Once complete this form needs to be sent to ATOL using the buttons at the end of this document. Despite our best efforts to have pdf forms work with all operating systems and platforms problems do occur. We are working to resolve these, however:

Chrome Users: If you are using Chrome you may find that the tabbing between fields is inconsistent and the submit button does not work correctly, please switch to Internet Explorer (not Edge) and resubmit, alternatively click the email tool and submit the completed form to us as an email attachment and we will send you a receipt

MAC and iPad users must open the form in the latest full version of Adobe Acrobat Reader, when you have completed the form click on the Mac iOS button and send an unflattened, original copy of the form to us as an email attachment.