



**CAA Scheme of Charges
(Air Travel Organisers' Licensing)**

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The Civil Aviation Authority (the CAA), pursuant to Section 11 of the Civil Aviation Act 1982 and after consulting the persons who, in its opinion, are likely to be affected by the Scheme or such of those persons as it thinks fit, and after consulting with the Secretary of State, hereby makes a Scheme for determining the charges which are to be paid to the CAA in respect of its functions in connection with Air Travel Organisers' Licences required by or under the said Act.

1 REVOCATION

- 1.1 The Scheme of Charges (Air Travel Organisers' Licensing) published by the CAA on 14 March 2014 and effective from 01 April 2014 is hereby revoked.
- 1.2 Section 16(1) of the Interpretation Act 1978 (which relates to the effect of repeals) shall apply to this Scheme as if this Scheme were an Act of Parliament and as if the Scheme effective from 01 April 2014 revoked by sub-paragraph 1.1 was an Act of Parliament thereby repealed.

2 CHARGES

- 2.1 The charges payable to the CAA on application for grant, variation or renewal of an Air Travel Organiser's Licence (an "ATOL") are specified in Tables 1 – 4 and 7 below. The charge payable is the total of the fixed charge and, where applicable, the per passenger/seat charge. The charges set out in Table 7, Line 1, may also be applicable and payable by the applicant or the ATOL holder on demand by the CAA.
- 2.2 For the purpose of determining the amount of any charge calculated by reference to passengers/ seats, "passengers/seats" refers to the Licence Limit of passengers or seats on the ATOL which may be granted pursuant to the application. The per passenger/seat charges set out in Tables 1, 2, 3 and 4 below are payable by the applicant on demand by the CAA.
- 2.3 For the purpose of this Scheme of Charges ("this Scheme") an application will be deemed to have been received by the applicable date if the completed application form, and all supporting information as requested in the 'ATOL Renewal Application Checklist and Addendum' and the charge set out in this Scheme, have been received on or before the applicable date. The applicable date is:
 - a) 1 February for applications to renew an ATOL on 1 April of that year; or
 - b) 1 August for applications to renew an ATOL on 1 October of that year.



2.4 An applicant will be charged the 'Fixed charge Not paid by Direct Debit' set out in Tables 1, 2, 3 and 4 unless:

- i) The applicant has signed and continues to maintain a Direct Debit mandate authorising the CAA to collect all and any ATOL charges payable by the applicant (under this Scheme of Charges);
- ii) The applicant's ATOL Protection Contributions (APCs) due are collected by Air Travel Trust (ATT) by means of a separate Direct Debit mandate; and
- iii) The applicant submits its APC returns into the CAA's APC System (accessible via the CAA website);

in which case the applicant renewing an ATOL will be charged the 'Fixed charge Paid by Direct Debit' set out in Tables 1, 2, 3 and 4, as applicable.

2.5 Table 1 sets out the charges for ATOLs with Licence Limits of 501 or more passengers/seats.

The Fixed charge in Table 1, Line 5 is payable on demand. All other fixed charges in Table 1 are payable on application. The per passenger/seat charge, where applicable, is payable on demand by the CAA. Any additional charges as specified in Table 7, Line 1, are payable by the applicant on demand by the CAA.

Table 1: Standard ATOL and Trade ATOL

Line	Category of charge	Fixed charge		Per passenger/seat charge
		Not paid by direct debit	Paid by direct debit	
1	Application for a new ATOL.	£1,890	N/A	11.85 pence
2	Application for renewal of an ATOL (received by the applicable date)	£1,185	£1,045	11.85 pence
3	Application for renewal of an ATOL (received after the applicable date).	£1,400	£1,225	11.85 pence
4	Application for a variation of an ATOL.	£123	£123	11.85 pence (Note 1)
5	Assessment of an ATOL following a change of ownership and/or control.	£500	£500	N/A
6	Application to change a trading name or website address – the charge will relate to each five trading name / website addresses changes made under one application.	£123 per 1 – 5 changes of trading names and/or website addresses	£123 per 1 – 5 changes of trading names and/or website addresses	N/A

NOTE: Chargeable only where the variation applied for is an increase in the ATOLs Licence Limits and calculated by reference only to the number of additional passengers / seats on the Licence Limit of the Standard ATOL

2.6 Table 2 sets out the charges for Small Business ATOLs (which are ATOLs with Licence Limits of 500 passengers/seats).

The Fixed charge in Table 2, Line 5 is payable on demand. All other Fixed charges in Table 2 are payable on application. The per passenger/seat charge, where applicable, is payable on demand by the CAA. Any additional charges as specified in Table 7, Line 1, are payable by the applicant on demand by the CAA.