Proposed Changes to CAA Scheme of Charges

Air Travel Organisers' Licensing Scheme Enclosure

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1 INTRODUCTION

1.1 Details of revisions proposed to apply from 1 April 2013 are shown in red within this Enclosure. Current charges are shown in brackets where direct comparison is possible.

2 CHARGES (New charges and Amended)

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 1-3 and X and Z 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 Z, Line 1, may also be applicable.

(Re-positioned paragraph 2.8 and incorporating paragraphs 2.3, 2.4 and 2.7 with amendments)

2.8 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 granted pursuant to the application. The per passenger/seat charges set out in Tables 1, 2, 3 and X below are payable by the applicant on demand by the CAA.

For the purpose of this Scheme of Charges an application will be deemed to have been received by the applicable date if the completed application form, all documentation requested in that form and the charge set out in this Scheme, have been received on or before the applicable date. The applicable date is:

a) 15 February for applications to renew an ATOL on 1 April of that year; or

b) 15 August for applications to renew an ATOL on 1 October of that year.

2.2 Table 1 sets out the charges for ATOLs with Licence Limits of 501 or more passengers/ seats and for ATOLs of any size where the CAA has notified the applicant that it will apply a financial test.

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

Table 1: Standard ATOL and Trade ATOL (Amended)

Line	Category of charge	Fixed charge	Per passenger/seat charge
1	Application for a new ATOL.	£1,890 (£1,890)	11.85 pence (11.85 pence)
2	Application for renewal of an ATOL (received by the applicable date).	£1,185 (£1,185)	11.85 pence (11.85 pence)
3	Application for renewal of an ATOL (received after the applicable date).	£1,365 (£1,365)	11.85 pence (11.85 pence)
4	Application for a variation of an ATOL.	£123 (£123)	11.85 pence (11.85 pence)
5	Assessment of an ATOL following a change of ownership and/or control.	£770 (£770)	N/A
6	**(Charge moved to Table Z under paragraph 2.ZZ)**		

2.3 **(Paragraph subsumed within paragraph 2.8)**

2.4 **(Paragraph subsumed within paragraph 2.8)**

2.5 **(Deleted)**

2.6 Table 2 sets out the charges for Small Business ATOLs with Licence Limits of 500 or fewer passengers/seats where the CAA has not notified the applicant that it will apply a financial test.

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

Table 2: Small Business ATOL (SBA) (Amended)

Line	Category of charge	Fixed charge	Per passenger/seat charge
1	Application for a new SBA.	£1,115 (£1,115)	N/A
2	Application for renewal of an SBA (received by the applicable date).	£780 (£780)	N/A
3	Application for renewal of an SBA (received after the applicable date).	£915 (£915)	N/A
4	Application by an SBA holder to transfer from an SBA to a Standard ATOL.	£160 (£160)	11.85 pence (11.85 pence)
5	Assessment of an SBA following a change of ownership and/or control.	£440 (£440)	N/A

2.7 **(Deleted and incorporated within paragraph 2.8 above)**

2.8 **(Paragraph re-positioned to follow paragraph 2.1)**

2.9 **(Deleted)**

2.10 **(Deleted)**

2.11 Table 3 sets out the charges for Franchise Member ATOLs.

The Fixed charge in Table 3 is payable on application. The per passenger/seat charge, where applicable, is payable on demand by the CAA. Any additional charges as specified in Table Z, Line 1, are payable by the applicant on demand by the CAA.

Table 3: Franchise Member ATOL Arrangements (Amended)

Line	Category of charge	Fixed charge	Per passenger/seat charge
1	Application for a new Franchise Member ATOL with a Licence Limit of ≤1,000 passengers/seats.	£710 (£710)	N/A
2	Application for a renewal of a Franchise Member ATOL with a Licence Limit of ≤1,000 passengers/seats.	£495 (£495)	N/A
3	Application by a Franchise Member ATOL holder with a Licence Limit of ≤ 1,000 passengers/seats to increase its Licence Limit to ≥ 1,001 passengers/seats.	£510 (£495)	11.85 (11.85) pence
4	Application for a new Franchise Member ATOL with a Licence Limit of ≥ 1,001 passengers/seats	£1,890	11.85 (11.85) pence
5	Application for a renewal of a Franchise Member ATOL with a Licence Limit of ≥ 1,001 passengers/seats (received by the applicable date).	£1,185	11.85 pence

Table 3: Franchise Member ATOL Arrangements (Amended) (Continued)

Line	Category of charge	Fixed charge	Per passenger/seat charge
6	Application for a renewal of a Franchise Member ATOL with a Licence Limit of ≥ 1,001 passengers/ seats (received after the applicable date).	£1,365	11.85 pence
7	Application by a Franchise Member ATOL holder to transfer to an SBA.	£510	N/A
8	Application by a Franchise Member ATOL holder with a Licence Limit of ≤ 1,000 passengers/seats to transfer to a Standard ATOL.	£123	11.85 pence
9	Application by a Franchise Member ATOL holder with a Licence Limit of ≥ 1,001 passengers/seats to transfer to a Standard ATOL.	£123	11.85 pence but calculated by reference only to the number of additional passengers/seats on the Licence Limit of the Standard ATOL

(New paragraph and Table)

2.XX Table X sets out the charges applicable to persons that apply to obtain or renew an ATOL as a member of ABTA under the terms of the ABTA-ATOL Joint Administration Scheme.

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

Table X: ABTA-ATOL Joint Administration Scheme

Line	Category of charge	Fixed charge	Per passenger/seat charge
1	Application for an ATOL by a Member of ABTA under the ABTA-ATOL Joint Administration Scheme.	£710	11.85 pence
2	Application for a renewal of an ATOL by a Member of ABTA under the ABTA-ATOL Joint Administration Scheme.	£495	11.85 pence
3	For the CAA to consider the financial fitness of the ATOL holder to continue to hold an ATOL where the ATOL holder had obtained its ATOL via the ABTA-ATOL Joint Administration Scheme but has ceased to be an ABTA Member.	£510	N/A

(New paragraph and Table)

2.YY Table Y sets out the charges for an application to become a Franchisee, the holder of a Franchise that operates under the Air Travel Organisers' Licensing Scheme, (which is payable on application), and the annual charge to continue to hold the Franchise (which is payable on the annual anniversary of the grant of the Franchise to the Franchisee).

Any additional charges as specified in Table Z, Line 1, are payable by the applicant on demand by the CAA.

Table Y: Franchisee (holders of a Franchise that operates under the ATOL Scheme)

Line	Category of charge	Charge
1	Application to become a new Franchisee (holder of a Franchise that operates under the ATOL Scheme).	£20,000
2	Annual charge to continue as a Franchisee.	£5,000

2.12 **(Deleted)**

2.13 Table 4, Line 1, sets out the charge payable to the CAA to be accredited as an Accredited Body (which is payable on application). Table 4, Line 2, sets out the annual charge to apply to renew an accreditation as an Accredited Body which is payable on the date the Accredited Body applies to renew its ATOL each year.

Any additional charges as specified in Table Z, Line 1, are payable by the applicant on demand by the CAA.

Table 4: Accredited Body (Amended)

Line	Category of charge	Charge
1	Application for a new accreditation for an Accredited Body.	£20,000 (£20,000)
2	Application for renewal of an accreditation for an Accredited Body.	£5,000 (£10,000)

2.14 **(Deleted and incorporated under paragraph 2.13 above)**

2.15 **(Deleted and incorporated under paragraph 2.13 above)**

(New paragraph and Table)

2.ZZ The additional charges as specified in Table Z are payable on demand by the CAA.

Table Z: Additional Charges

Line	Category of charge	Charge
1	**(New Charge)** Legal, Accountancy, Financial and other professional advisers' expenses incurred by the CAA in order to: a) review any application or assessment to which this Scheme refers; b) carry out any consideration to which this Scheme refers; c) permit a Franchisee to continue to hold a Franchise.	The costs incurred to a maximum of £80,000
2	**(Charge transferred from Table 1 Line 6)** Specific ATOL Exemption.	£105 (£107)