



MEMORANDUM
BSPCAN/A/699

TO: All IATA Accredited Agency Locations in Canada/Bermuda

CC: All BSP Canada/Bermuda Participating Airlines

FROM: IATA – BSP Canada

DATE: September 15, 2008

SUBJECT **Distribution of IATA Universal Credit Card Charge Form**

Dear Agent,

In a continued effort to eliminate any remaining paper documents or forms, IATA has ceased printing the paper UCCCF (Universal Credit Card Charge Form) and will no longer distribute this form when present supplies are depleted.

Effective immediately IATA is providing agents an electronic copy of a UCCCF attached on page two of this Memorandum and will also make the form available on the IATA BSP CANADA website. Agents may now complete and print this form for their records.

We have been working as well with our GDS partners to reintroduce the Electronic Ticket CCCF, removed from the GDS print routine at IATA's request in September 2004, (Memorandum BSPCAN/621). We have received confirmation from Amadeus that the CCCF is now reinstated as part of the ET coupon print routine on an optional basis. Galileo and Worldspan have advised they will reinstate the Electronic Ticket CCCF on an optional basis effective 08 October 2008.

We would like to remind you credit card sales are governed by Resolution 890, published in the Travel Agent's Handbook, (Resolution 804 Edition). Section 2.1.5 of Resolution 890 was crafted as a reminder to Travel Agents of the PCI DSS compliance requirement bearing on all entities that process, store and transmit sensitive card payment data. Resolution 890 is also available on the following IATA Travel & Tourism website link: <http://www.iata.org/whatwedo/travel-tourism/resolutions.htm>

Should you require help kindly forward your questions to bspcanada@iata.org

Thank you for your continued support and cooperation.

Sincerely,

IATA BSP Canada/Bermuda

CREDIT CARD CHARGE FORM

Keep a copy of this document for your records



Airline Code:	Ticket Number:
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Passenger Name:

Payment Details

1- Visa <input type="checkbox"/>	2- MasterCard <input type="checkbox"/>	3- American Express <input type="checkbox"/>	4- Diners <input type="checkbox"/>	5- UATP <input type="checkbox"/>
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Credit Card Number:	Expiry Date (MMYY):
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Authorized Amount CAD:	Approval Code:
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I acknowledge receipt of ticket(s) and/or purchase of transportation related services and/or goods for the charges described hereon. I am aware of applicable restrictions and/or penalties associated with this purchase.

Cardholder Name:

Date (DDMMYYYY):

Signature

Agency Name:

IATA Code:

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Imprint credit card here

PRINT