



# IATAN Accreditation Amendment Form for Legal Name

## Section 1. Business General Information

Current (after change) Information	
IATA Numeric Code: _____	Tax ID Number: _____
Business Legal Name: _____	
Trade Name (DBA): _____	
Physical Address: _____	
City: _____	State: _____ Zip: _____
Mailing Address (if not as above): _____	
City: _____	State: _____ Zip: _____

Business Contact Information		
Telephone #: _____	Business Email Address: _____	
Fax #: _____	Business Website: _____	
Managerial Qualifier (QMP)	Name: _____	PRIN#: _____
Ticketing Qualifier (QTA)	Name: _____	PRIN#: _____

If the QMP has changed, supporting document (Proof of Experience for new QMP) must be provided.

Effective Date of Change: \_\_\_\_\_

Does this change affect all existing locations?  Yes  No



## Section 2. Current Ownership

Legal Type:  Sole Proprietorship  Partnership  Corporation  Limited Corporation  Other \_\_\_\_\_

Owner (Print Name)	% Owned
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
If there are more than 5 owners, please attach a listing of all owners and percentages	Must total to 100%

If the business applying is owned by a Corporation or another legal entity, please specify its name:

\_\_\_\_\_ % Owned: \_\_\_\_\_

(Please see Section 1 of the [IATAN Accreditation Requirements](http://www.iatan.org/accreditation-requirements) for legal documentation required. You can download it on [www.iatan.org/accreditation-forms](http://www.iatan.org/accreditation-forms))

## Section 3. Signatures of Owner/Manager and Notary Public

_____ Printed Name of Owner / Manager	_____ Signature
_____ PRIN / VER # of Owner / Manager	_____ Date

### Notary Public

State of \_\_\_\_\_, in the country of \_\_\_\_\_ on \_\_\_\_\_ day, of the \_\_\_\_\_ month, in the year of \_\_\_\_\_, (name) \_\_\_\_\_ appeared before me and stated that he/she is the (owner/title) \_\_\_\_\_ of (name of organization) \_\_\_\_\_ and that the information provided on this form is true and correct. My commission expires on (date): \_\_\_\_\_ Notary Public: \_\_\_\_\_



## Documentation Submission

Please submit signed and notarized application with requested forms and documents to IATAN:

**IATA Customer Portal:** [Open a case](#)

Step 1: Login or register on the [IATA Customer Portal](#)

Step 2: Click on "Contact Us" under Support

Step 3: Select topic "Accreditation IATAN (US)" and click on "Create a Case"

Step 4: Complete the query form

Step 5: Click on "Create Case & Add Attachment"

Note: once the query case is created, you will receive an email confirmation with the case number.

Our Customer Service team shall provide a response within 1-2 business day. You may also check the status of the query case on the IATA Customer Portal.

**Hard Copy Submission:** IATAN, 703 Waterford Way, Suite 600, Miami, FL 33126