

FINANCIAL GUIDELINES FOR CARGO AGENTS
IN TAIWAN

Minimum paid-up capital level for applicants in

Taiwan

NT\$ 3,000,000

Evaluation Procedure

- (i) The applicant must submit the most recent Profit and Loss Account and Balance Sheet, both duly certified by a chartered or public accountant. These documents must not be older than six months at the time of consideration by the FASC. An age analysis statement of accounts receivable should also be submitted
- (ii) There should be a recent satisfactory banker's report
- (iii) The FASC requires a working capital ratio of at least 1:1
- (iv) In lieu of increasing paid-up capital to the requisite minimum level a bank guarantee or other form of financial security may be considered.

1 set of yellow
Questionnaire is to be
accompanied by 1 of
this form.

CHECK LIST DOCUMENTATION FOR APPLICATION

ACTION BY APPLICANT

COPIES REQUIRED

If document is in foreign language, English translation is required.

- | | | | |
|--|--|-----------------------------------|--------------------------|
| 1. | Answers to IATA Questionnaires. | 1 Original & 3
copies = 4 sets | <input type="checkbox"/> |
| 2. | Cheque(s)/Draft(s) for a total sum of USD940.
(USD968.20 inclusive of 3% GST for Agent based in S'pore) | | <input type="checkbox"/> |
| 3. | <u>Legal</u> | | |
| | • Certificate of Incorporation/Registration
by the Registrar of Companies or
equivalent Authority. | 4 copies | <input type="checkbox"/> |
| | • Licence(s) to trade as a Cargo Agent,
if required by the laws of the country | 4 copies | <input type="checkbox"/> |
| | • Customs Clearance Licence, if applicable | 4 copies | <input type="checkbox"/> |
| | • Articles and Memorandum of Association | 4 copies | <input type="checkbox"/> |
| 4. | <u>Premises</u> | | |
| | • Lease or Rental Agreement, or | 4 copies | <input type="checkbox"/> |
| | • Documentary evidence of ownership
(whichever is applicable) | 4 copies | <input type="checkbox"/> |
| 5. | <u>Insurance</u> | | |
| | • Insurance Policy(ies)
(to cover its liability for loss of or damage to
shippers' cargo) | 4 copies of
each policy | <input type="checkbox"/> |
| 6. | <u>Staff Qualifications</u> | | |
| | • 2 Basic/Advanced Cargo Certificates or
equivalent Cargo Course Certificates. | 4 copies | <input type="checkbox"/> |
| | • 2 Dangerous Goods Training Course Certificates
(DGR certificates must not be more than 2 year old at the time
of submission to IATA) | 4 copies | <input type="checkbox"/> |
| 7. | <u>Finance</u> | | |
| | • Audited Balance Sheet complete with Notes
to the Accounts Auditors' Report and
Directors' Report. | 2 sets | <input type="checkbox"/> |
| | • Audited Profit and Loss Statement | 2 sets | <input type="checkbox"/> |
| | • Aging Analysis of Account Receivables | 2 sets | <input type="checkbox"/> |
| | • Aging Analysis of Account Payables | 2 sets | <input type="checkbox"/> |
| | • Bank Credit Report | 1 copy | <input type="checkbox"/> |
| Note: For Pakistan agents, please submit 11 sets of the above financial documents. | | | |
| 8. | <u>Sales</u> | | |
| | • Breakdown of sales figures PP/CC on Member
Airlines for the past 12 months.
(Layout format refers para 5.8 of cover letter) | 4 copies | <input type="checkbox"/> |

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DANGEROUS GOODS QUESTIONNAIRE FOR APPLICANTS

This Form must be completed and attached to the Answers to the Application Questionnaire:-

1. Indicate name(s) of staff, the training institute/Airline and date of Dangerous Goods Training Course :

Name	conducted by	Course Date
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- | | | |
|-----|--|--|
| (a) | | |
| (b) | | |
| (c) | | |

2. Indicate what arrangement(s) you have made to comply with the recurrent training requirements of the IATA/ICAO Dangerous Goods Regulations.

3. Are you a holder of the copy(ies) of the current edition of the IATA Dangerous Goods Regulations?

☐ Yes

☐ No

Signature: _____

Name: _____

Position: _____

Date: _____

Company's Name
and Address:

1 set of yellow
Questionnaire is to be
accompanied by 1 of
this form