



**APPLICATION FOR APPOINTMENT AS AUTHORISED  
BOOKING AGENT OF APTDC**

Photograph

1. Name of the Travel Agency: \_\_\_\_\_
2. Type of Agency: \_\_\_\_\_  
(Proprietorship/Partnership/Pvt. Ltd)
3. Name of the Representative: \_\_\_\_\_  
(Proprietor/MD/Managing Partner etc.)
4. Address for Correspondence: \_\_\_\_\_  
(Complete address with PIN) \_\_\_\_\_  
(enclose copy of proof) \_\_\_\_\_
5. Whether an existing Agent /Operator of : \_\_\_\_\_  
(IATO / TAAI / IATA / Airlines / APSRTC / IRCTC / other State Tourism  
Corporations /Member of State Travel / Tour Operator) (enclose copy of  
proof).
6. Whether the agent holds any own fleet: \_\_\_\_\_  
(If yes, type of operations)
7. PAN Card No.(copy to be enclosed) \_\_\_\_\_
8. Service Tax no.(copy to be enclosed) \_\_\_\_\_
9. Remarks / Any other Information: \_\_\_\_\_
10. Ph.No (Land Line ). e.mail \_\_\_\_\_

**PRE-REQUISITES FOR APPOINTMENT AS AUTHORIZED AGENT OF APTDC:**

**Additional Copies of Documents required (Mandatory):**

- 1) Copy of the Firm Registration Certificate or Trade License,
- 2) Pan Card,
- 3) Proof of Bank Account in the name of Firm,
- 4) Internet & telephone bill photo copies,
- 5) Registered copy of the professional tax with commercial department
- 6) GST.



- 7) 2 nos. passport photographs of the applicant & 2 nos. photographs office inside & outside.
- 8) Agent have to produce ( IATO/TAAI/IATA/Airlines/APSRTC/IRCTC/other State Tourism Corporations/ Members of State Travel/ Tour Operators).
- 9) The Applicant /Agent have to deposit DD for an amount of Rs.5000/- (Rupees Five thousand Only) Refundable security deposit and Rs.5000/- Non Refundable Security Deposit, Total an amount of Rs.10,000/- ( Rupees Ten Thousand Only) in the favor of APTDC Ltd. Vide D.D.No..... dated.....branch .....for new and existing agents..... (APTDC will give franchise after physical inspection).

After selecting the applicant as APTDC's Agent shall enter into agreement with APTDC and shall bound by the terms and conditions mentioned in the said agreement.

For further details & Clarification in this regard please contact :

**General Manager (Marketing),  
Marketing Division, APTDC,  
5<sup>Th</sup> floor, Stalin corporate,  
Industrial estate Road No 2  
Autonagar, Vijayawada-520007  
E-Mail: [marketing@aptdc.in](mailto:marketing@aptdc.in).**