



PAYMENT POLICY

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VERSION NO: 1.0

Concerned parties:

**BSP UNIT
DFOs
SALES EXECUTIVES
TRAVEL AGANCEY POLICY & LEISURE UNIT**

Prepared by

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Methods of Payment

This policy outlines the payment methods accepted by Saudi Arabian Airlines (Saudia) for worldwide travel agent's community.

Payment for SAUDIA documents issued through BSPs/ASD/ARC:

SAUDIA accepts the following payment methods from travel agents for tickets issued through BSPs that include:

- BSP Cash
- EasyPay in eligible countries
- Customer Card*
- Agent's Own Credit Card**

Disclaimer: *Customer Card means the card owned by individual/Corporate as per the card acceptance table for individual countries in GDSs. **Fees may apply if the agent wants to use Agent's own card, additional information can be found below.

EasyPay Acceptance

SAUDIA accepts EasyPay in eligible countries, the new payment method introduced by IATA for travel agents as part of the NewGen ISS program. SAUDIA accepts EasyPay as a payment method in countries where NewGen ISS is live, in addition to existing methods of payment in BSP. It will be accepted in further countries in the future, as countries roll into NewGen ISS in accordance with the IATA NewGen ISS roll-out timetable.

Further Information:

Travel agents issuing SAUDIA documents (tickets and EMDs) are required to facilitate card payments in accordance with IATA Passenger Agency Conference Resolution 890 – Card Sales Rules.

SAUDIA does NOT accept any other alternative methods of payment for travel agent settlement other than mentioned above.

Agent's Own Credit Card**

A fee will be applied for any document (ticket/EMD) using FOP as CC on Agent's own card (whether physical or non-physical or "virtual") will be charged via ADMs at 3% of tickets value. In such cases, the agents should provide a signed request accepting the charges and confirming that there will be no any charge back before activation of this service in BSPlink. This will be effective 01 November 2020.

Any agent violating such policy will be levied with a penalty of SAR 300 per transaction.

www.saudiairlines.com/travelagencies