

ADVANCE PASSENGER INFORMATION SYSTEM (APIS)

Since the tragic events of September 11, 2001, the US Government has been focusing on homeland security. It believes that having access to certain pieces of information prior to a flight arriving in the US will tighten security, primarily by identifying high risk passengers and suspicious travel patterns.

The Advance Passenger Information System (APIS) was originally a voluntary system designed to transmit passport information electronically to US Immigration authorities. The US has been accessing this information from airlines on a provisional basis since 5 March 2003 and effective October 2005 APIS data **MUST** be transmitted within 15 minutes of a US-bound aircraft's departure. Countries now requiring APIS information include USA, Canada, China (except HKG), UAE, Thailand, Mexico & South Africa.

Please note that this is not a requirement of the airlines but of immigration authorities which are themselves government departments. Whilst this information can be collected at check in, the extra time involved could delay flights by up to 90 minutes. We have therefore been asked, where possible, to collect this information prior to passengers arriving at the airport. If the passport details are not present in a booking and the airline allows the passenger to travel, then one of the following can occur:

1. the aircraft is turned back in mid-air.
2. if the aircraft is allowed to land, the passenger will be arrested or deported.
3. in either of the above scenarios the airline will face a heavy fine and the passenger will also face possible prosecution and a heavy fine.

Airlines are particularly anxious to avoid such problems and are strictly applying these mandatory requirements. The difficulty faced by the airlines is that the requirement is currently patchy. Some countries have made it a mandatory requirement (with an increasing number thought likely to follow suit), whereas others have not stated their position. Some airlines have decided to make the requirement applicable on all their flights, whereas others only apply it on flights to countries requiring the information.

We do not want any Griffin clients to unwittingly have difficulties with an immigration authority or be delayed unnecessarily at the airport due to passport details not being present in a booking. Therefore, effective 01 July 2005, Griffin will at the time of booking be asking for your travellers' full passport details, as below:

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|----------------------------------|-----------------------------------|
| - Passport Number* | - Country of Issue & Expiry Date* |
| - Nationality* | - Date of Birth* |
| - Surname* | - First Name* |
| - Title (Mr, Mrs, Ms, Capt etc)* | - Gender (Male/Female)* |

*Please note all details must be exactly as per the individual traveller's passport.

With more and more countries immigration authorities requiring this information in advance, it is only a matter of time before it becomes mandatory, by law, for us to collect this information. In anticipation of this we have therefore decided to ask every customer for this information, regardless of their destination.

For further information regarding the collection of APIS information please contact Mark Taylor on mtaylor@griffintravel.com or by phone +44 (0)20 7814 9966.