



एअर इंडिया एक्सप्रेस लिमिटेड

Air India Express Limited (Formerly Air India Charters Ltd.)

Finance Department, II Floor, West Wing, Old Airport, Santacruz (East), Mumbai - 400 029.

AIX/FIN/GST/ 2017

Date: 29th June 2017

To

All Agents (in India)
Air India Express Ltd.

SUB: Update on the GST requirements – Compliances to be followed by the Agents in India.

Dear Agent,

As you may kindly be aware GST is being implemented from 1st July 2017 and all business transactions are required to comply with the procedures detailed in the GST compliance circulars.

Agents promoting sales on Air India Express services have been authorized to charge and retain Rs. 150 (inclusive of Service Tax) on each booking as "Transaction fee" and the same is reflected in the ITR provided to the customer.

Under GST scenario, the Transaction fee is liable for tax @ 18 %. Additionally the Agents are required to issue to their customers (both B2B and B2C) an appropriate invoice in respect of the Transaction fee collected giving the fee and tax breakup. The GST component on the transaction fee (on inclusive basis) as above may be consolidated and remitted to the Government authorities as per the time line and procedures outlined by the Authorities. It is further suggested that all Agents should maintain proper record of the transactions and the GST paid against them as per the Regulatory requirements.

All the agents are requested to take note of the above and ensure strict compliance in respect of all the sales done from 1st July 2017 onwards.

It is also requested that the Agents may provide a confirmation to our Finance Department to the effect that the GST compliances are met on a monthly basis (as per the format enclosed) for the records and reference and further action.

Happy Selling !

M. Manoharan
Chief Financial Officer
Air India Express Ltd.