

SkyAgent Account Request Form



1. Please complete the form in **BLOCK CAPITAL LETTERS** only.
2. Please attach a valid business registration certificate reflecting the travel agency name as stated in the form.
3. Please submit the completed form and business registration certificate to sales@flyscoot.com.
4. Incomplete form or absence of business registration certificate will not be processed.
5. Please read the Scoot's Travel Agent Terms of Service and Conditions which can be downloaded at <https://www.flyscoot.com/en/agent-register>.

Part 1: REGISTRATION (To be completed by the <i>Travel Agency</i>)	
AGENCY NAME IN ENGLISH	AGENCY NAME IN OTHER LANGUAGES (IF APPLICABLE)
BUSINESS REGISTRATION NUMBER	IATA NUMBER (IF APPLICABLE)
ADDRESS (PLEASE STATE CITY/STATE/PROVINCE, IF APPLICABLE)	COUNTRY & POSTAL CODE
NAME OF CONTACT	EMAIL
POSITION/JOB FUNCTION	OFFICE & MOBILE NO.

Part 2: DECLARATION & ACKNOWLEDGEMENT (To be completed by the <i>Travel Agency</i>)	
On behalf of the company, I hereby declare that: <ol style="list-style-type: none">1. I have read and accepted the Scoot's Travel Agent Terms of Service and Conditions;2. The information I have provided is complete and true to the best of my knowledge; and3. I am authorised to enter this agreement on behalf of this Business.	
SIGNATURE	DATE
NAME & DESIGNATION	COMPANY'S STAMP (Please indicate 'NA' if not applicable)

Part 3: APPROVAL (To be completed by <i>Scoot Sales Team</i>)	
NAME & SIGNATURE	DATE

Part 4: ACTIVATION (To be completed by <i>Scoot NewSkies Administrator</i>)	
ASSIGNED AGENT ID	ASSIGNED AGENT ROLE
NAME	DATE RECEIVED / COMPLETED