

### **Norms for GSA Scheme- 2013**

1. Such agents of foreign countries affiliated by respective tourism departments of their country and who are desirous of transacting through IRCTC should write to IRCTC along with letters issued to them confirming that the party is an authorized agent/member of Tourism in their country. After confirming the same, IRCTC may enter into a formal agreement with them.

2. These agents / members will pay a onetime fee of Rs. 50,000/- +Service Tax Applicable.(only through demand draft in favour of IRCTC Payable at New Delhi only) to IRCTC of which Rs. 25,000/- will be refundable if agent/member voluntarily withdraws from the arrangement with IRCTC.

3. On expiry of the validity of recognition of agent by their respective tourism boards, the access provided to such agents/members would be deactivated by IRCTC unless renewed by respective tourism board and conveyed to IRCTC. Further, annual renewal charges for the GSA Scheme will be Rs. 5,000/-+Service Tax Applicable.

### **Charges Applicable**

Below is the list of all maximum charges to be levied on the customer. These charges are as fixed by Indian Railways and are liable to change without notice at any point of time.

IRCTC Service Charge Plus service tax as applicable		GSA Service Charge (Inclusive of services Tax)		Total (IRCTC + GSA)	
Sleeper	AC	Sleeper	AC	Sleeper	AC
20 + Service Tax	40 + Service Tax	Charges will be mentioned separately for each GSA as per the prevailing charges in the respective country approved by IRCTC			

### **Documents to be submitted**

- Proposal of the Company
- Copy of Authorization from respective Tourism Board indicating validity of their authorization as accredited agent/ Member.
- Address Proof
- ID Proof

### **After the approval of the proposal the following documents should be submitted -**

- Agreement in the approved format and complete in all respect.
- Registration Form
- Demand Draft of Rs. 50,000/-+Service Tax Applicable.