

[Insert date on day of execution]  
[Insert name of the corporate] (“Corporate”)  
[Insert address of the corporate]

**Subject: Corporate fares for official travel**

Dear [insert name of relevant person],

This letter agreement is with reference to the provision of corporate fares on flights operated by SNV Aviation Private Limited (“Akasa”) for the sole purpose of official travel by Eligible Travelers on the terms set forth below.

Akasa and the Corporate may individually be referred to as a “Party” and may collectively be referred to as the “Parties”.

1. **Term:** This letter agreement will be valid with effect from [insert effective date of the letter agreement] and expire on 31<sup>st</sup> March 2029 (“Term”), both days included, unless terminated in accordance with clause 9 of this letter agreement.
2. **Scope:** Akasa, at its sole discretion and subject to regular business reviews, may offer corporate fares, to employees and authorized persons of the Corporate and its Group Companies (*defined below*) (collectively referred to as “Eligible Travellers”), on its routes only for official travel. The Corporate shall ensure that its Group Companies comply with the terms and conditions set forth herein and shall be responsible for all acts and omissions of such affiliates. Notwithstanding anything contained herein, all bookings on Akasa’s flights, made by the Corporate for the Eligible Travelers (“Booking(s)”), shall be governed by the applicable conditions of carriage of Akasa, as published on [www.akasaair.com](http://www.akasaair.com).
3. **Booking Process:** The Bookings may be made by the Corporate only through Akasa’s website using payment modes as made available by Akasa. The Corporate will provide to Akasa, electronically, on a monthly basis, travel data for all Eligible Travelers, including segments and revenue, sector-wise, as well as market shares at no cost to Akasa. In case of any discrepancy between the Corporate’s flown data and Akasa tracked data, the Corporate shall send Akasa a detailed statement of only the disputed data by way of a soft excel copy, no later than thirty (30) days from the date of receipt of such statement from Akasa. In respect of any such discrepancy, Akasa’s decision will be final and binding on the Corporate. The Corporate shall ensure proper adherence to Akasa’s booking procedures. If the Corporate does not adhere to Akasa’s booking procedures, Akasa shall have the right to recall the offer, without any resulting liability on Akasa, including on account of any financial loss caused to the Corporate.
4. **Organization Code:** The Corporate will be provided with an organisation code [insert] (“ORG Code”) by Akasa, which will be used by the Corporate to log on to Akasa’s website. The offer will be applicable only upon entering this unique ORG Code assigned to the Corporate at the time of making the Booking.
5. **Promotional Code:** The Corporate undertakes to ensure that it uses the promotional code [insert] (“Promo Code”) only for the purpose of Booking for official travel. The Corporate agrees to indemnify Akasa for any loss arising out of or in relation with the Corporate or its Group Companies’ breach of obligations set forth in clause 4 of this letter agreement. Either Party shall defend, indemnify or hold harmless the other Party from and against any and all losses arising out of or in connection with breach of representations and warranties set forth in clause 5 and breach of confidentiality obligations set forth in clause 7 of this letter agreement.
6. **Representations and Warranties:** Each Party represents and warrants that: (a) it is duly formed and validly existing under the laws of the jurisdiction of its organization; (b) it has power and authority to enter into this letter agreement and to perform its obligations hereunder; and (c) this letter agreement constitutes valid and binding obligations of such Party. The Corporate further

undertakes that any Bookings made pursuant to this agreement shall not be routed through a travel agent.

7. **Taxation:** Payments made pursuant to this Agreement shall be subject to goods and services tax (GST), as applicable and shall be payable immediately upon issuance of a tax invoice to the Corporate as per prescribed GST laws. Akasa will not be bound by any legal opinion or any tax position taken by the Corporate or its affiliates, regarding any transactions under this Agreement. Notwithstanding anything to the contrary, Akasa reserves the right to recover from the Corporate any amount towards taxes which are incurred/levied by Akasa, which are statutorily required to be paid.

The Corporate shall be responsible for providing correct GSTN and if same is not provided at the time of booking tickets, then Akasa shall not be responsible for any denial or loss of any GST credit neither there will be any amendment in any GST return for making available any such disputed credits. It is further clarified that appropriate GST credit shall be provided on the correct and active GSTN shared at the time of bookings.

8. **Confidentiality:** The terms of this letter agreement, ORG Code and the Promo Code shall be deemed Confidential Information and the Corporate undertakes to maintain strict confidentiality in relation to the contents hereof and the Promo Code and the ORG Code assigned to the Corporate. Either Party shall not disclose the Confidential Information to the third parties except only to those of its officers, directors, employees who need to know in connection with the performance of obligations contained herein. Further, the Parties commit themselves to keep such information confidential unless such information is or becomes public through no breach of either Party or any of its obligations and to keep such information confidential during the Term of the letter agreement and for a period of five (5) years thereafter. For the purpose of this letter agreement, Confidential Information shall mean all information provided by either Party to the other Party relating to its business affairs, promotional code, financial information, business plan, business information, customer lists and customer information, irrespective of whether or not it is indicated (verbally or in writing) as proprietary, confidential, or the equivalent, at the time of transmission to the other Party, or any such information that may be reasonably considered as proprietary, confidential or the equivalent by a person receiving it during the Term of the letter agreement.
9. **Data Protection:** To the extent that a minimal amount of Personal Data of the Parties is processed, for the purpose of this Agreement, the Parties agree to comply with the Data Protection Laws, as applicable.

For the purposes of this clause, **Data Protection Laws** means, as applicable, the Digital Personal Data Protection Act, 2023 (“**DPDP Act**”); or any supplementary or successor legislation and all other laws regulations, rules, executive orders, circulars, and official releases of or by any government, or any authority, department or agency thereof or self-regulatory organization that relate to the processing of Personal Data or the confidentiality, security or protection of Personal Data.

“**Personal Data**” shall have the same meaning as defined in the DPDP Act, as applicable.

10. **Termination:** This letter agreement may be terminated:
  - (a) by either Party, for convenience and without providing any reasons or any liability for damages, by giving prior written notice of thirty (30) days’ to the other Party;
  - (b) by either Party, upon a breach of material obligation by the other Party, provided it is not remedied within fifteen (15) days of receipt of written notice.
11. **Changes to Services:** Akasa shall have the right to discontinue flights/products and services or change/alter flight schedules/products and services for any reason whatsoever without notice, liability or obligation to the Corporate.
12. **Governing Law and Jurisdiction:** This letter agreement shall be governed and construed by and in accordance with the laws of India and subject to the exclusive jurisdiction of the courts at Mumbai.

13. **Assignment:** Neither Party can assign the whole or any part of this letter agreement without the prior written consent of the other Party.
14. **Notices:** All notices required under this letter agreement shall be in writing and shall be sent by certified or registered mail, along with a copy to be sent vide e-mail to the authorised representative of a Party.
15. **Relationship:** The relationship between the Parties under this letter agreement is on a principal to principal basis.
16. **Entire Agreement:** The terms agreed herein, constitute the entire agreement between the Parties, regarding the subject matter of this letter agreement and supersede any prior arrangements or agreements in this regard. Any amendment to the terms herein shall be effective only through a written document duly signed by both Parties.

You are requested to accord your acceptance to the above terms by clicking the tab given.

**Annexure A**  
**Corporate Offer**

1. The Parties agree that the expected business volume for the period commencing from [insert] to March 31, 2026, is [insert].
2. Group Companies of the Corporate (“Group Companies”) shall mean:

List of Group Companies

Name of the Company	Contact Person

3. Terms and Conditions

**A. DOMESTIC:**

DOMESTIC (India to India)	
SME Corporate fare	Discounted fare
Promo Code	CSME04PS
Meals	1 complimentary snack and 1 beverage
Standard Seat	Complimentary
*Premium Seat A++	30% (thirty percent) discount
Premium Seat A+ & Emergency Seats	50% (fifty percent) discount
Changes	NIL charges for changes made up to one (1) hour prior to departure of the flight but the difference in base fare / taxes will apply
Cancellations	Nil charges for cancellations made up to one (1) hour prior to departure.
Admin Fee	Admin fee of INR 99/- (Indian Rupees Ninety-Nine only) will be applicable.
Akasa Priority: (includes Priority Check-in, Bag & Board First)	50% (fifty percent) discount
Akasa Early Discount	50% (fifty percent) discount

\* Applicable on aircraft with first 3 rows (with a total of 12 seats) having 2-2 configuration.

## B. INTERNATIONAL:

Types of Fares	Corporate					
	INDIA to INTERNATIONAL	DOHA to INDIA	JEDDAH to INDIA	RIYADH to INDIA	KUWAIT to INDIA	ABU DHABI to INDIA
Meals	Complimentary (One Meal + Beverage)	Complimentary (One Meal + Beverage)	Complimentary (One Meal + Beverage)	Complimentary (One Meal + Beverage)	Complimentary (One Meal + Beverage)	Complimentary (One Meal + Beverage)
Standard seats	Complimentary	Complimentary	Complimentary	Complimentary	Complimentary	Complimentary
Premium Seats A+ and Emergency Exit seats A++	50% discount 30% discount	50% discount 30% discount	50% discount 30% discount	50% discount 30% discount	50% discount 30% discount	50% discount 30% discount
<b>Change Fee</b>						
4Hrs to 3 days prior to departure + difference in base fare & taxes if any	Nil	Nil	Nil	Nil	Nil	Nil
4 or more days prior to departure + difference in base fare & taxes if any	Nil	Nil	Nil	Nil	Nil	Nil
<b>Cancellation Fee</b>						
4Hrs to 3 days prior to departure or 100% of the airfare charge	NIL up to 4 hour prior to departure of the flight Admin Fee:- INR 599/-	NIL up to 4 hour prior to departure of the flight Admin Fee:- QAR 26	NIL up to 4 hour prior to departure of the flight Admin Fee:- SAR 27	NIL up to 4 hour prior to departure of the flight Admin Fee:- SAR 27	NIL up to 4 hour prior to departure of the flight Admin Fee:- KWD 2.5	NIL up to 4 hour prior to departure of the flight Admin Fee:- AED 27

(whichever is lower)						
4 or more days prior to departure or 100% of the airfare charge (whichever is lower)						
For any changes or cancellations made within Four (4) hours prior to the scheduled time of flight departure	100% of airfare will be forfeited	100% of airfare will be forfeited	100% of airfare will be forfeited	100% of airfare will be forfeited	100% of airfare will be forfeited	100% of airfare will be forfeited
No Show	100% of airfare will be forfeited	100% of airfare will be forfeited	100% of airfare will be forfeited	100% of airfare will be forfeited	100% of airfare will be forfeited	100% of airfare will be forfeited
Baggage Allowance	30kgs/ 2piece	30kgs/ 2piece	30Kgs (including Zam Zam) Max 2 Pc For Haj visa passengers – 30kgs + 5ltrs Zam Zam water (Max 2 Pc)	30kgs/ 2piece	30kgs/ 2piece	30kgs/ 2piece
Cabin Baggage	7kgs / 1 piece	7kgs / 1 piece	7kgs / 1 piece	7kgs / 1 piece	7kgs / 1 piece	7kgs / 1 piece
Ancillary - Akasa Priority: (includes Priority Check-in, Bag & Board First)	50% discount	50% discount	50% discount	50% discount	50% discount	50% discount

\* Applicable on aircraft with first 3 rows (with a total of 12 seats) having 2-2 configuration.

1. The offer will be applicable only for Eligible Travelers and will be valid till 31<sup>st</sup> March 2026. Incorporation of GST details while booking is mandatory.
2. The discounted Corporate fare will be available through an ORG code and Promo Code given/authorized by Akasa to the Corporate. This Corporate fare will have all the benefits mentioned above.
3. This offer is applicable only for passenger travel and ancillaries sold in India and flown on all domestic and international Akasa flights.
4. The offer cannot be utilized for groups, students, emigrant/labourers, seamen, children, infants.
5. The offer will not be applicable on RCS (Regional Connectivity Scheme) routes.
6. Unless otherwise specified, all terms and conditions will be as per system fare rules.
7. Akasa reserves the absolute right to revise, modify, defer or terminate this offer at any time with thirty (30) days' advance notice issued in writing to the Corporate.