



Updates to the Corporate Travel Department Reporting Agreement (CTDRA): Effective October 29, 2021

Part II, Section 8.3.5

8.3.5 The name of CTD, or any information displayed on any website or mobile application owned, operated, or used by CTD, is not the same as, or misleadingly similar to, a Carrier's name or any information displayed on Carrier's website or mobile application, unless authorized by the Carrier to do so. This includes any name involving the terms "ARC" or "Airline(s)." Any website or mobile application owned, operated, or used by a CTD must not include any text, color scheme, layout, or design similar to those of any Carrier in a manner that could be considered misleading, as determined by ARC at its sole discretion, and must not include any images containing Carrier's logo or branded aircraft imaging or other marks, without Carrier's prior written consent. CTD's representatives must not communicate or make any representations to any third-party, whether directly or indirectly by phone, e-mail, social media or any other method, that they are employed by, affiliated with, subcontracted by, or otherwise represent any Carrier.