



Apr 2022- Mar 2023

TERMS AND CONDITIONS

ISAAP.ORG



ISAAP Accreditation & Certification

TERMS AND CONDITIONS

OBJECTIVES OF THE DOCUMENT

To provide a detailed level of clarity as to the commitments for which ISAAP (International Serviced Accommodation Accreditation Process) is responsible and also the obligations of the accommodation providers and agents when engaging in an ISAAP Accreditation or Certification process, the framework and context in which the process is applied, the procedures to be adhered to in the attaining and retaining of ISAAP award recognition seals and the charges to be levied for administering the assessments, accreditation and certification processes.

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1. ACCOMMODATION PROVIDER ACCREDITATION & CERTIFICATION PROCESS (COMPLIANCE ACCREDITATION AND QUALITY AND COMFORT CERTIFICATION)

For accreditation and certification renewals, providers will receive an Accreditation Reply Form (“ARF”) approximately 2-3 months in advance of the date by which the renewal process must be complete. This ARF will require completion and return to ISAAP by the Provider. Information being requested in the ARF includes some key Provider company information, such as ownership, changes to business since last accreditation and number of apartments operated in total, for example, and also the accreditation and/or certification options being selected by the Provider.

Upon receipt of the completed ARF, ISAAP will raise and send the invoice to the Provider.

Once ISAAP has received invoice payment from the Provider, an ISAAP Quality Assessment Consultant (“Assessor”) will be assigned to the process.

Where Compliance Accreditation is selected, the ISAAP Assessor will forward the Compliance Accreditation pack to the Provider and commence the Compliance completion process.

Where the Provider has selected Quality & Comfort Certification, the assessor will enter into discussions about setting suitable date(s) for the assessment visit(s).

The culmination of documentation and procedures relating to Compliance Accreditation must have been brought to conclusion by the anniversary date* for continuous Compliance Accreditation to be achieved by the Provider.

The Quality Visit and procedures relating to completion of the assessment documentation must have been brought to conclusion by the anniversary date* for continuous Quality & Comfort Certification to be achieved by the Provider.

(*the last day of the month in which re-accreditation falls due)

The Quality Visit

- a) ISAAP will make contact with the Provider to arrange suitable date(s) to carry out the visit(s).
- b) The process will normally constitute, as a minimum, a meeting to introduce the process (and to review Compliance Accreditation responses where appropriate), an overnight stay in the Provider’s apartment (at no cost to ISAAP), 1 overnight assessment and report plus a number of additional apartment viewings to be agreed and as available. The activity base level is one such visit per year.
- c) Where a Provider’s portfolio is 200 or more apartment units, or where significant geographical complexity exists in terms of the spread of the Provider’s apartment units, the activity level will be higher and the calculation for the number of assessment days/apartments assessed applicable is as per Section 4 below.
- d) The Provider will be required to allocate a suitable representative to engage with ISAAP to achieve the requirements of the process.
- e) ISAAP will identify any areas of non-compliance during the assessment process and include details on the report. The report will indicate any areas of attention or action required on the part of the Provider to comply with ISAAP Certification requirements.
- f) The process will deliver a Quality & Comfort Score for the Provider participating in the certification, and the score will be converted into the Quality & Comfort Rating, which is based on a 0-5 range, with 5 being the highest. A minimum score of 3.8 is required in order to achieve ISAAP Quality & Comfort Certification.
- g) ISAAP will ensure, where possible, that the completed assessment visit report and completed Compliance documentation (where appropriate), together with confirmation of successful accreditation and/or certification renewal and relevant ISAAP seals, will be received by the Provider within 10 working days of the visit. Where the Provider has failed to achieve the necessary accreditation or certification standards, they will be advised accordingly and be provided with details of the action required to close any outstanding points.

h) Continuous ISAAP Accreditation or Certification can only be confirmed where a Provider has successfully completed the renewal process within the allowed time, ie, before the end of the month in which the renewal falls due.

If the Provider fails to correct any actions or close any outstanding points within 3 calendar months of accreditation or certification expiry, the process will be terminated, and a new process would need to be commenced if the Provider decided to continue to try to achieve ISAAP recognition. In this case, the ISAAP Accreditation and Certification charges would apply as per the ISAAP Pricelist.

i) Quality & Comfort Certification or Compliance Accreditation will normally be awarded for 1 year, and the Provider will be required to ensure that arrangements are made for the subsequent assessments to be scheduled in one year's time so that continued accreditation and/or certification status can be enjoyed by the Provider.

j) ISAAP Provider Accreditation awarded is valid for a country or sovereign nation as a minimum geographical context.

k) For ASAP members, the Quality & Comfort Rating will be published on ASAP's Directory of Serviced Apartment Providers, unless the Provider specifically requests that their score is not shared, in which case ISAAP will honour this request.

QUALITY & COMFORT CERTIFICATION SUBSEQUENT YEARS

Once a Provider member has completed 3 consecutive years of successful ISAAP Quality & Comfort Certification, and subject to certain conditions being in place, ISAAP may offer the Provider the opportunity to renew its certification without hosting a Quality Visit.

The pre-requisite conditions which absolutely must be satisfied are as follows:

- There have been no significant changes to the Provider's business over the previous 12 months, or since the previous Quality Visit or re-accreditation/certification decision
- Every building in which the Provider operates serviced accommodation has been viewed previously by ISAAP
- The Provider will have achieved, or be in the process of renewing, ISAAP Compliance Accreditation
- All Compliance elements are still fully complied with, or outstanding gap closures from the previous Quality Visit have been achieved and confirmed back to ISAAP
- ISAAP has achieved satisfactory assessment experience of a true representative cross section of the Provider's inventory, whether within a single city location or across the relevant country as a whole, prior to this milestone.

ISAAP may deploy a discretionary recommendation of other related activity taking place, such as, for example, a Mystery Guest visit, in lieu of the Quality Visit being scheduled

The annual Quality & Comfort Certification fee will still apply.

QUALITY & COMFORT CERTIFICATION - CERTIFICATE

From 3 consecutive successful ISAAP Certification years achieved and onwards, ISAAP can provide a certificate to that effect, the number of consecutive years certified increasing year by year if required.

2. BUILDING ACCREDITATION

A Provider can elect to gain accreditation for one or more of its buildings and ISAAP Building Accreditation may be awarded under the following conditions:

- a) The property is owned and operated as serviced apartments by the Provider or
- b) The property is managed in entirety (i.e, all apartment units within) by the Provider.
- c) 50% of the apartments at the building (to a maximum of 20) will be viewed by the ISAAP Quality Assessment Consultant.
- d) All apartments assessed in the building meet the criteria for the awarding of ISAAP Accreditation, as explained in Section 6.
- e) ISAAP must be satisfied that the apartments assessed in the property are a true representation of the standard at that property.
- f) ISAAP will typically view and report on up to 20 apartments per property per day, depending upon consistency and complexity (and perhaps other factors such as geography). Discretion will be used in determining the exact number.
- g) ISAAP will assess the structure and internal fabric of the building, the security standard, health and safety procedures, and staff interaction as part of the Building Accreditation process. The Provider operating the building being assessed must demonstrate that Compliance standards are met for that individual property, and this will be verified by the assessor during the visit.
- h) Building Accreditation is confirmed with a certificate which confirms the date of the Accreditation award. The initial award is valid for 3 years, but there are 2 further annual renewals required which are an abbreviated version of the initial process, and for which the fee is less.
- i) In the event of change of ownership of a building, the Building Accreditation award does not transfer to the new owner/operator of that property.

3. APPROVED AGENT ACCREDITATION

- a) The serviced accommodation Agent will make contact with ISAAP to apply for Approved Agent Accreditation. For re-accreditation in subsequent years, ISAAP will provide the agent with a renewal notification.
- b) ISAAP will send the Agent the Pre-Qualifying Declaration of Intent for completion and return and, upon invoice payment receipt, ISAAP will send the Agent the Approved Agent Accreditation pack.
- c) The Approved Agent scheme is designed to be a remote/desktop activity, though ISAAP reserves the right to impose a site visit, with applicable costs, should the clarity of information required not be forthcoming from the agent. In some cases, this can help to complete a process and thus finalise the approval. The Agent is assessed against a range of pre-set assessment criteria. This may involve sight of evidential documentation and interaction with agent's staff.
- d) The Agent will be required to allocate a suitable representative to engage with ISAAP to achieve the requirements of the process.
- e) ISAAP will identify any areas of non-compliance during the assessment process and include details on the assessment report. The report will indicate any areas of attention or action required on the part of the Agent to comply with scheme requirements.
- f) ISAAP will ensure, where possible, that the completed report documentation, together with confirmation of successful accreditation renewal and relevant ISAAP seal, will be received by the Agent within 10 working days of the culmination of the approval process. Where the Agent has failed to achieve the necessary accreditation standards, they will be advised accordingly and be provided with details of the action required to close any outstanding points.

- g) There may be the need for a review meeting or discussion where further clarity is sought by the Agent as to an agreement on the timescale in which adjustments can be achieved.
- h) The ISAAP Approved Agent Accreditation will be awarded for 1 year.
- i) ISAAP Approved Agent Accreditation awarded is valid without geographical boundaries, though an additional accreditation fee may be charged where offices/activity in multiple countries exists.
- j) Where an Agent successfully undergoes the accreditation process in a structured environment within each of the 3 internationally recognised regions of the world (EMEA, Americas & APAC), then the Agent can display the awarded regional accreditation logos, one per region.

4. SECURITY ASSESSMENT & ACCREDITATION

For accreditation renewals, providers will receive an Accreditation Reply Form (“ARF”) approximately 2-3 months in advance of the date by which the renewal process must be complete. This ARF will require completion and return to ISAAP by the Provider. Information being requested in the ARF includes some key Provider company information, such as ownership, changes to business since last accreditation and number of apartments operated in total, for example, and also the accreditation and/or certification options being selected by the Provider.

Upon receipt of the completed ARF, ISAAP will raise and send contract the invoice to the Provider.

Once ISAAP has received invoice payment and the signed contract document from the Provider, a GSA Security Assessor will be assigned to the process.

The GSA Assessor will forward then commence the security assessment process. It is likely that the assessment process will be remote, with the requirement to submit evidential documentation, some photographs and some “live-stream” video, though, in some cases, it will be deemed preferable or necessary to conduct the assessment on site. This will be advised in advance.

Where an on-site assessment has been decided upon, the assessor will enter into discussions about setting a suitable date for the assessment visit.

Similarly, for the remote process where live-streaming video is required, a suitable date will need to be selected in advance.

The culmination of documentation and procedures relating to Security Accreditation must have been brought to conclusion by the anniversary date* for continuous Security Accreditation to be achieved by the Provider.

5. CALCULATION OF QUALITY & COMFORT CERTIFICATION ACTIVITY APPLICABLE

Context: Per Country
 Caveat: Days of quality assessment activity subject to geographical complexity and requirement for ISAAP to visit all buildings in which the provider operates serviced accommodation. Sometimes this element can be agreed as a plan of 2 – 3 years duration.

CATEGORY 1	< 200 serviced accommodation units (<20 units: minimum 3 units viewed) (20-49 units: min. 6 units viewed) (50-99 units: min. 10 units viewed) (100-199 units: min. 15 units viewed)	1 Quality Visit Day
CATEGORY 2	200-299 serviced accommodation units	2 Quality Visit Days
CATEGORY 3	300-599 serviced accommodation units	3 Quality Visit Days
CATEGORY 4	600-999 serviced accommodation units	4 Quality Visit Days
CATEGORY 5	1000+ serviced accommodation units	5 Quality Visit Days

6. RENEWAL FREQUENCY – COMPLIANCE ACCREDITATION, QUALITY & COMFORT CERTIFICATION, BUILDING ACCREDITATION, APPROVED AGENT ACCREDITATION & SECURITY ASSESSMENT & ACCREDITATION.

Annual renewal will need to be completed by the end of the month of renewal. The exception to this rule can be where a Provider wishes to bring forward the date of the renewal activity to a more suitable time of year for operational or other reasons.

The annual renewal fee is charged in accordance with the price list.

7. CRITERIA FOR AWARD OF ISAAP PROVIDER ACCREDITATION AND CERTIFICATION

Compliance Accreditation and Quality & Comfort Certifications

The Provider will receive the recognition award if the following criteria are met:

- a) The Provider has engaged with ISAAP in terms of the Accreditation and Certification Programme procedures as laid out in Section 1, and
- b) The standards prescribed by Compliance Accreditation are achieved in full, and
- c) There are no Programme Requirements non-conformance scores of greater than 6, as generated by the quality scoring format (where applicable), and
- d) There are no “0” scores allocated in the quality scoring format (where applicable), and
- e) There are no category scores in the assessment reports which achieve less than the minimum set scores per category, which deliver an overall score of 75%. Assessor discretion can be deployed in some circumstances (where applicable).

Building Accreditation

The Provider will receive the Building Accreditation award for a building where:

- a) The Provider has engaged with ISAAP in terms of the Accreditation Programme procedures as laid out in Section 2, and
- b) The standards prescribed by Compliance Accreditation are achieved and verified by an on-site assessor inspection in full, and
- c) There are no Programme Requirements non-conformance scores of greater than 6, as generated by the quality scoring format and,
- d) There are no “0” scores allocated in the quality scoring format, and
- e) There are no category scores in the assessment reports which achieve less than the minimum enhanced set scores per category, which deliver an overall score of 80%. Assessor discretion can be deployed in some circumstances.

Approved Agent Accreditation

The Agent will receive the Approved Agent Accreditation where the following criteria are met:

- a) The Agent has engaged with ISAAP in terms of the Accreditation Programme procedures as laid out in Section 3, and
- b) The Pre-Qualifying Declaration statements have been audited and verified as in practice by the assessor, and
- c) The standards prescribed by Approved Agent Accreditation are achieved in full.

Security Assessment & Accreditation

Upon successful completion of the Security Assessment process, the GSA Assessor will forward the content to the independent external adjudicator for final accreditation award. The entity used for this independent assessment is SFJ Awards (Skills for Justice).

Once SFJ Awards are satisfied that the process has been followed correctly and the submitted content is sufficient for the requirements of the scheme to have been fulfilled, the Security Accreditation certificate and associated logo(s) will be provided.

The accreditation is valid for 1 year from the month of initial completion, and at the anniversary thereafter.

8. ACCREDITATION PROCESS FAILURE AND ESCALATION PROCEDURE

ISAAP and its Quality Assessment Consultants (Assessors) work closely with the Provider or Agent to deliver a successful new accreditation, certification or renewal outcome.

However, for various reasons, there are some situations whereby a process has not been successfully completed by the expiry date of the existing award (where re-accreditation) or within 3 months (where a new accreditation).

In these circumstances, the following procedures are deployed.

- a) Where the Provider or Agent is a member of a trade association, such as ASAP or CHPA, for example, or a non-member group for which ISAAP Accreditation is a prerequisite, such as the ASAP Buyers Group, for example, ISAAP will inform the relevant entity of the failed accreditation process at the same time as sending a Provisional Notice of ISAAP Accreditation Process Failure to the Provider or Agent.
- b) The Assessor will continue to work with the Provider or Agent to secure a successful process outcome within the next 3 calendar months and, where this is achieved, the Provider or Agent will receive accreditation confirmation in the established way, and any necessary advice to trade associations or non-member groups will be advised by ISAAP
- c) Where the extended 3 months period does not yield a successful accreditation outcome, the Provider or Agent will receive a Notice of Accreditation Process Failure from ISAAP, and the relevant trade association(s) or non-member group(s) will be informed accordingly.
- d) The Notice of Accreditation Process Failure will include a process for appeal.
- e) Where an accreditation process has failed and an appeal has not been upheld, ISAAP will not be able to commence a new accreditation process with that Provider or Agent until 3 calendar months after the date of the Notice of Accreditation Process Failure.

In such circumstances there cannot be a continuation of accreditation history and the Provider or Agent would be starting again from year 1, where applicable.

- f) In certain circumstances the Provider or Agent whose accreditation has failed may wish to enlist the assistance of ISAAP in closing any gaps which exist, and which prevent accreditation or certification being achieved. ISAAP is able to assign an Assessor to work with the company to close all gaps, though a cost recovery charge will be made to the company, subject to the amount of time required of the Assessor.

9. COMPLAINTS PROCEDURE & ACCREDITATION REVOCATION

From time to time, ISAAP can become aware of negative feedback of a quality standard or safety element of the customer service provision from a Provider or Agent.

In situations such as these, ISAAP reserves the right to conduct an investigation into such allegations, and this may require communication between ISAAP and the accredited or certified company, the latter being required to accommodate the investigation.

Upon completion of the investigation, it may be judged that the accreditation or certification must be revoked until such time that the standard(s) in question have been amended or corrected.

During the time of revocation, the Provider or Agent will be required to remove all ISAAP logos and promotions of ISAAP accreditation or certification status.

The Provider or Agent will be afforded the opportunity to appeal against the outcome of the investigation.

Depending upon the severity of the case in question, before ISAAP Accreditation or Certification can be re-instated the Provider or Agent will be required to undergo part or all the respective process, and fully satisfy the established standards. Consequently, there will be costs involved in confirming re-accreditation or re-certification, and ISAAP reserves the right to impose the necessary, relevant charges. These will be calculated on a case-by-case basis, using the set parameters within the pricelist.

10. ISAAP ACCREDITATION SEAL DISPLAY PROCEDURE

Upon successful completion of an ISAAP Accreditation or Certification process, the following chain of events will occur:

- a) ISAAP will send formal written confirmation of accreditation/certification to the Provider or Agent, together with reports, accompanying documentation and the Accreditation/Certification Seal/Logo or certificate of accreditation.
- b) Where the accredited or certified party is a member of a trade association, such as ASAP or CHPA, for example, or part of a trade association group (non-member), that trade association or group will also be advised of the successful accreditation/certification by ISAAP.
- c) ISAAP Accreditation and Certification Seals must be used as provided and the changing of shape, colour, or wording is not permitted. Brand guidelines are issued with the issue of the logo(s) and must be adhered to in all representations of ISAAP branding.
- d) Where an accredited or certified Provider or Agent reaches a point where it is no longer accredited/certified (as laid out in the clauses contained in section 8) ISAAP will confirm in writing that the award is no longer in place, stipulating the reason why, and request that the accreditation/certification seals be removed from all aspects of the company's website, literature, and marketing media by a specific date (normally within 7 days).
- e) ISAAP reserves the right to employ and use a system to remove the ISAAP Accreditation/Certification Seal from any Provider or Agent who fails to do so under their own volition as a result of any of the circumstances arising as described in Section 8 above.
- f) Marketing Message: Providers and Agents may divulge accreditation and certification detail only, and not disclose details of percentage scores or comments made by the assessment consultant during the process.

11. CONFIDENTIALITY

From time to time, collective and/or anonymised data may be used by ISAAP.

ISAAP will not divulge any Provider or Agent information which may be construed as sensitive, quality-related, classified, competitive, financial, private personal or confidential to any other person(s) or organisation other than with its own Officers and Quality Assessment Consultants.

Accredited and Certified ISAAP Providers or Agents must not, without prior consent by ISAAP, in any correspondence or publication, divulge or refer to the name and/or details of any ISAAP representative or quote or inaccurately infer or misrepresent any confidential ISAAP Programme-related report detail.

12 PRICES AND TERMS OF PAYMENT (PRICELIST APPENDIX 1)

The costs of all the Compliance, Quality, Building and Agent processes with ISAAP are detailed on the price matrix at the end of these Terms and Conditions.

Prices are correct at the time of going to print but are subject to review at any time. All prices are detailed in GBP.

The cost of engaging in an ISAAP Accreditation or Certification process per country depends on a number of factors including number of accommodation units and geographic complexity.

All payments must be made on receipt of invoice. The ISAAP process will not commence until such time as the payment has been made.

All invoices will be billed from Global Secure Services Limited, and the company reserves the right to charge interest at a rate of 8% + Bank of England Base rate for any late payments.

Where accreditation and certification services are being provided to a member of a recognised trade association, such as ASAP or CHPA, for example, the price to be invoiced may include an agreed discount as applicable to such members. However, should for any reason, membership of that recognised trade association cease within the first 6 months of the accreditation or certification year, ISAAP reserves the right to raise an additional invoice for the pro-rated additional accreditation or certification charge.

Prices for ISAAP products such as Mystery Guest, Competitive Analysis Data, Consultancy, and Training can all be provided on request.

13. CANCELLATION POLICY

If a scheduled Building Accreditation or Quality Visit by ISAAP is postponed or cancelled by the Provider or Agent, that company will become liable for any and all costs incurred as a result of the cancellation. ISAAP will invoice for these costs which will become immediately due for settlement and will be in addition to any invoiced costs for the process.



APPENDIX 1

PRICE MATRIX

LOCATION	ACCREDITATION TYPE	CATEGORY 1 <20 units			CATEGORY 2 20-49 units			CATEGORY 3 50-99			CATEGORY 4 100-499			CATEGORY 5 >999			
		ASAP Member	GASA Member	Non Member	ASAP Member	GASA Member	Non Member	ASAP Member	GASA Member	Non Member	ASAP Member	GASA Member	Non Member	ASAP Member	GASA Member	Non Member	
		From £	£	£	£	£	£	£	£	£	£	£	£	£	£		
United Kingdom Mainland	Quality & Comfort Certification	425	740	990	850	1480	1975	1275	2220	2960	1700	2960	3950	2125	3700	4950	
	Compliance Accreditation T3	295	450	600	450	600	800	600	750	1000	800	900	1200	995	1100	1470	
	Compliance Accreditation T1/T2	200	300	400	Price quoted is per (shared) building for the first 3 buildings, then priced at 50% per additional building												
	Security Accreditation Type 1			1250	Per Aparthotel												
	Security Accreditation Type 2			950	Per block (not Aparthotel, not shared building)												
	Security Accreditation Type 3			750	Per building in which the provider offers accommodation units ("shared" building)												
	Building Accreditation	650	990	1150	Full Building Accreditation is valid for 3 years, subject to interim annual renewal at a cost of from £300 per building)												
	Approved Agent			500	plus £100 per additional office per country												
Europe & Non Mainland UK	Quality & Comfort Certification	625	740	1190	1250	1480	1975	1875	2220	2960	2500	2960	3950	3125	3700	4950	
	Compliance Accreditation T3	295	450	600	450	600	800	600	750	1000	800	900	1200	995	1100	1470	
	Compliance Accreditation T1/T2	200	300	400	Price quoted is per (shared) building for the first 3 buildings, then priced at 50% per additional (shared) building												
	Security Accreditation Type 1				Per Aparthotel												
	Security Accreditation Type 2				Per block (not Aparthotel, not shared building)												
	Security Accreditation Type 3				Per building in which the provider offers accommodation units ("shared" building)												
	Building Accreditation	850	1160	1420	Full Building Accreditation is valid for 3 years, subject to interim annual renewal at a cost of from £300 per building)												
	Approved Agent			500	plus £100 per additional office per country												
Africa & Middle East	Quality & Comfort Certification	900	900	1800	1800	1800	2400	2700	2700	3600	3600	3600	4800	4500	4500	6000	
	Compliance Accreditation T3	450	450	600	450	600	800	600	750	1000	800	900	1200	995	1100	1470	
	Compliance Accreditation T1/T2	200	300	400	Price quoted is per (shared) building for the first 3 buildings, then priced at 50% per additional (shared) building												
	Security Accreditation Type 1				Per Aparthotel												
	Security Accreditation Type 2				Per block (not Aparthotel, not shared building)												
	Security Accreditation Type 3				Per building in which the provider offers accommodation units ("shared" building)												
	Building Accreditation	1275	1470	2200	Full Building Accreditation is valid for 3 years, subject to interim annual renewal at a cost of from £700 per building)												
	Approved Agent			500	plus £100 per additional office per country												
North America	Quality & Comfort Certification	740	740	1500	1480	1480	1975	2220	2220	2960	2960	2960	3950	3700	3700	4950	
	Compliance Accreditation T3	450	450	600	450	600	800	600	750	1000	800	900	1200	995	1100	1470	
	Compliance Accreditation T1/T2	200	300	400	Price quoted is per (shared) building for the first 3 buildings, then priced at 50% per additional (shared) building												
	Security Accreditation Type 1				Per Aparthotel												
	Security Accreditation Type 2				Per block (not Aparthotel, not shared building)												
	Security Accreditation Type 3				Per building in which the provider offers accommodation units ("shared" building)												
	Building Accreditation	975	1120	1900	Full Building Accreditation is valid for 3 years, subject to interim annual renewal at a cost of from £700 per building)												
	Approved Agent			500	plus £100 per additional office per country												
APAC, South & Central America	Quality & Comfort Certification	1300	1300	1730	1800	1800	2400	2700	2700	3600	3600	3600	5200	4500	4500	6000	
	Compliance Accreditation T3	450	450	600	450	600	800	600	750	1000	800	900	1800	995	1100	1470	
	Compliance Accreditation T1/T2	200	300	400	Price quoted is per (shared) building for the first 3 buildings, then priced at 50% per additional (shared) building												
	Security Accreditation Type 1				Per Aparthotel												
	Security Accreditation Type 2				Per block (not Aparthotel, not shared building)												
	Security Accreditation Type 3				Per building in which the provider offers accommodation units ("shared" building)												
	Building Accreditation	1550	1890	2500	Full Building Accreditation is valid for 3 years, subject to interim annual renewal at a cost of from £900 per building)												
	Approved Agent			500	plus £100 per additional office per country												



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