

Regional Air Access Program

Information about the claimant

Surname

Full given name

SECTION RESERVED FOR USE BY THE MINISTÈRE

Claim number ▶

Status ▶

Receipt date (yyyy-mm-dd) ▶

Address (No., street, apt., P.O. Box)

Municipality

Postal code

Social insurance number

Sex
 Female
 Male

Telephone - Home

Area code Number

Telephone - Other

Area code Number Extension

Date of birth

Year Month Day

Communication preference

Mail
 Email

Email

If the address entered is not in a region covered by the program, do you own a secondary residence in one of these regions?

Yes No If yes, please provide a tax account or a lease for this address.

Are you a student? Yes No If yes, are you a full-time student?

Yes No If yes, please provide a letter from the Registrar or a student fees receipt.

Name of institution

Municipality

Are you employed? Yes No

Name of your employer

Municipality

Information on the traveller under the age of 18, if applicable

Surname

Full given name

Address (No., street, apt., P.O. Box)

Municipality

Postal code

Sex
 Female
 Male

Date of birth

Year Month Day

Relationship with the claimant

Information on the trip

Departure date

Year Month Day

Return date

Year Month Day

Final destination

Is your final destination in Québec? Yes No If no, please specify.

Is your ticket refunded in full or in part by an employer, ministry, organization, authority, healthcare centre, company, private firm or any order of government, including band councils? Yes No

Required Documents

Please attach the following documents:

- The invoice for your plane ticket indicating the name of the passenger, the itinerary, and the price including fees and taxes
- Proof of travel (boarding passes) issued by the carrier
- A valid proof of residence issued by a government entity, a municipal body (within the meaning of section 5 of the Act respecting access to documents held by public bodies and the protection of personal information (CQLR, chapter A-2.1)), a service enterprise or the owner of a rental property (lease). The claimant's address on this form must match the address on the proof of residence
- Proof of payment with the name of the person who purchased the ticket

Additional documentation may be required for analysis or as part of an audit by the Ministère.

Claimant's declaration

I declare that I completed the trip according to the conditions indicated on the airline ticket and that no total or partial refund was issued for this ticket by the air carrier because, for example, of flight cancellation.

I swear that the information provided to the ministère des Transports in this form is true and complete.

I acknowledge that I am required to provide the Ministère with all the information it may request regarding the specific terms of the application of the Regional Air Access Program.

I authorize the air carrier, my employer or any other third party to disclose to the Ministère any information allowing it to validate the eligibility of the refund claim in the event of an audit.

I understand that anyone who submits a non-eligible application or who makes a false declaration to obtain a refund to which he or she is not entitled may see the application refused and may be sanctioned according to the seriousness of the violation.

I declare that I have read the conditions to be met in order to benefit from the program and to have complied with them.

Signature of the resident who travelled or of the person who has parental authority, in the case of a minor

Signature

Date (yyyy-mm-dd)

Postal addresses

Forms and supporting documents should be sent to the postal address below that corresponds to the region of the address of the claimant's residence.

Abitibi-Témiscamingue
Bas-Saint-Laurent
Côte-Nord
Gaspésie-Îles-de-la-Madeleine
Saguenay-Lac-Saint-Jean
Ministère des Transports
Regional Air Access Program
625, boulevard Lafleche, bureau 110
Baie-Comeau (Québec) G5C 1C5
Téléphone : 418 295-4765

Eeyou Istchee Baie-James
Administration régionale Baie-James
Regional Air Access Program
110, boulevard Matagami, C. P. 850
Matagami (Québec) J0Y 2A0
Téléphone : 1 800 516-4111

For more information on the terms and conditions of the program, visit the ministère des Transports website at www.transports.gouv.qc.ca/en, then select the Regional Air Access Program option in the Air Transport tab.