

AIG CUBA TRAVEL CERTIFICATION

Instructions for Completing this Certification

AIG can only provide insurance or other services to persons subject to U.S. jurisdiction traveling to Cuba (hereinafter “U.S. Travelers”) where such travelers are authorized to do so pursuant to a general or specific license from the United States Department of the Treasury’s Office of Foreign Assets Control (OFAC). U.S. Travelers must be either personally authorized, or in some circumstances, accompanying authorized U.S. Travelers with whom they share a common dwelling as a family or in some circumstances visiting a close relative in Cuba.

All persons seeking insurance or other services from AIG in connection with authorized travel to Cuba, whether pursuant to a general or specific license, must provide AIG with the certification corresponding to the specific authorization for which they are authorized.

All persons must complete **Part A** and the section under **Part B** that corresponds with the general license that authorizes their travel to Cuba.

Part A requires that each person identify the specific category of the general license under which that person is authorized to travel. If traveling under a specific license, indicate as such on the form and provide a copy.

Part B is divided into separate sections for each category of the general license. Persons must only fill in the page that describes the category of general license under which that person is authorized to travel.

Note: Persons authorized to travel to Cuba because they share a common dwelling with a family member who is authorized to travel to Cuba should fill out the “Family Visits” Section of Part B on pages 4-5.

All completed AIG Cuba Travel Certifications should be returned to the applicable business writing the policy, and an additional copy should be sent to the North America Regional Compliance mailbox at Sanctions_us@aig.com.

AIG CUBA TRAVEL CERTIFICATION

I hereby certify that all the above information as well as the information I will provide in Parts A and B is true and accurate.

_____ (Signature)

_____ (Date)

I hereby certify that Parts 1 and 2 of this certification also apply to the following minor children traveling with me and for whom I am the (parent/legal guardian):

(Full Name of Child)

(Date of Birth)

(Full Name of Child)

(Date of Birth)

(Full Name of Child)

(Date of Birth)

(Full Name of Child)

(Date of Birth)

(Signature of Parent/Legal Guardian)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.561 certification – Family Visits

Persons subject to the jurisdiction of the United States and persons traveling with them who share a common dwelling as a family with them are authorized to engage in the travel-related transactions ... and such additional transactions as are directly incident to –

- visiting a “close relative” who is
 - a national of Cuba;
 - a person ordinarily resident in Cuba;
- visiting a “close relative” who is a person located in Cuba pursuant to the authorizations in the Cuban Assets Control Regulations for:
 - official government business (§ 515.562);
 - journalistic activity (§ 515.563);
 - professional research (§ 515.564(a));
 - educational activities (31 CFR § 515.565(a)(1) through (4) and (6));
 - religious activities (§ 515.566);
 - humanitarian projects (§ 515.575); or
 - activities of private foundations or research or educational institutes (§ 515.576);
- accompanying a “close relative” traveling to Cuba who is an authorized traveler to Cuba pursuant to the authorizations in the Cuban Assets Control Regulations for:
 - official government business (§ 515.562);
 - journalistic activity (§ 515.563);
 - professional research (§ 515.564(a));
 - educational activities (31 CFR § 515.565(a)(1) through (4) and (6));
 - religious activities (§ 515.566);
 - humanitarian projects (§ 515.575); or
 - activities of private foundations or research or educational institutes (§ 515.576).

For purposes of this certification, the term *close relative* of a person means any individual related to that person by blood, marriage, or adoption who is no more than three generations removed from that person or from a common ancestor with that person.

Example. Your mother's first cousin is your close relative for purposes of this part, because you are both no more than three generations removed from your great-grandparents, who are the ancestors you have in common. Similarly, your husband's great-grandson is your close relative for purposes of this part, because he is no more than three generations removed from your husband. Your daughter's father-in-law is not your close relative for purposes of this part, because you have no common ancestor.

An entire group does not qualify ... merely because some members of the group qualify individually.

AIG CUBA TRAVEL CERTIFICATION

Sign under the appropriate category:

I have read the foregoing and certify that I am personally authorized to travel to Cuba under these requirements: _____

(Signature)

I have read the foregoing and certify that I am authorized to travel to Cuba because I share a common dwelling with a family member who is authorized to travel to Cuba under these requirements:

(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

Part B

Section 515.562 Certification – Official business of the U.S. government, foreign governments, and certain intergovernmental organizations.

The travel-related transactions ... and such additional transactions as are directly incident to activities in their official capacities by persons who are employees, contractors, or grantees of the United States Government, any foreign government, or any intergovernmental organization of which the United States is a member or holds observer status, and who are traveling on the official business of their government or intergovernmental organization, are authorized.

An entire group does not qualify ... merely because some members of the group qualify individually.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.563 Certification – Journalistic activities in Cuba.

The travel-related transactions ... and such additional transactions as are directly incident to journalistic activities in Cuba are authorized, provided that:

- (1) The traveler is at least one of the following:
- (i) Regularly employed as a journalist by a news reporting organization;
 - (ii) Regularly employed as supporting broadcast or technical personnel;
 - (iii) A freelance journalist with a record of previous journalistic experience working on a freelance journalistic project; or
 - (iv) Broadcast or technical personnel with a record of previous broadcast or technical experience, who are supporting a freelance journalist working on a freelance journalistic project;

and

- (2) The traveler's schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule.

An entire group does not qualify ... merely because some members of the group qualify individually.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.564 Certification – Professional research and professional meetings in Cuba

(1) Professional research. The travel-related transactions ... and such additional transactions as are directly incident to professional research are authorized, provided that:

- (i) The purpose of the research directly relates to the traveler's profession, professional background, or area of expertise, including area of graduate-level full-time study;
- (ii) The traveler does not engage in recreational travel, tourist travel, travel in pursuit of a hobby, or research for personal satisfaction only; and
- (iii) The traveler's schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule of professional research.

Example: The making of a documentary film in Cuba would qualify in this section if it is a vehicle for presentation of the research conducted pursuant to this section.

Note: A person does not qualify as engaging in professional research merely because that person is a professional who plans to travel to Cuba.

(2) Professional meetings. The travel-related transactions ... and such additional transactions as are directly incident to travel to Cuba to attend or organize professional meetings or conferences in Cuba are authorized, provided that:

- (i) The purpose of the meeting or conference is not the promotion of tourism in Cuba;
- (ii) When attending the meeting, the purpose of the meeting directly relates to the traveler's profession, professional background, or area of expertise, including area of graduate-level full-time study;
- (iii) When organizing a professional meeting or conference on behalf of an entity, either the traveler's profession must be related to the organization of professional meetings or conferences or the traveler must be an employee or contractor of an entity that is organizing the professional meeting or conference
- (iv) The traveler does not engage in recreational travel, tourist travel, or travel in pursuit of a hobby; and
- (v) The traveler's schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule of attendance at professional meetings or conferences.

An entire group does not qualify merely because some members of the group qualify individually.

Example: A musicologist travels to Cuba to research Cuban music pursuant to the general license for professional research. Others who are simply interested in music may not engage in travel-related transactions with the musicologist in reliance on this general license. For example, an art historian who plays in the same band with the musicologist would not qualify for the general license.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section § 515.565 Certification – Educational Activities

(a) Educational activities. Persons subject to U.S. jurisdiction, including U.S. academic institutions and their faculty, staff, and students, are authorized to engage in the travel-related transactions ... that are related to the following activities:

(1) Participation in a structured educational program in Cuba as part of a course offered for credit by a U.S. graduate or undergraduate degree-granting academic institution that is sponsoring the program;

(2) Noncommercial academic research in Cuba specifically related to Cuba and for the purpose of obtaining an undergraduate or graduate degree;

(3) Participation in a formal course of study at a Cuban academic institution, provided the formal course of study in Cuba will be accepted for credit toward the student's graduate or undergraduate degree;

(4) Teaching at a Cuban academic institution related to an academic program at the Cuban institution, provided that the individual is regularly employed by a U.S. or other non-Cuban academic institution;

(5) Sponsorship, including the payment of a stipend or salary, of a Cuban scholar to teach or engage in other scholarly activity at the sponsoring U.S. academic institution (in addition to those transactions authorized by the general license contained in § 515.571). Such earnings may be remitted to Cuba as provided in § 515.570 or carried on the person of the Cuban scholar returning to Cuba as provided in § 515.560(d)(3);

(6) Educational exchanges sponsored by Cuban or U.S. secondary schools involving secondary school students' participation in a formal course of study or in a structured educational program offered by a secondary school or other academic institution and led by a teacher or other secondary school official. This includes participation by a reasonable number of adult chaperones to accompany the secondary school students to Cuba.

(7) Sponsorship or co-sponsorship of noncommercial academic seminars, conferences, and workshops related to Cuba or global issues involving Cuba and attendance at such events by faculty, staff, and students of a participating U.S. academic institution;

(8) Establishment of academic exchanges and joint non-commercial academic research projects with universities or academic institutions in Cuba;

(9) Provision of standardized testing services, including professional certificate examinations, university entrance examinations, and language examinations, and related preparatory services for such exams, to Cuban nationals, wherever located;

(10) Provision of internet-based courses, including distance learning and Massive Open Online Courses, to Cuban nationals, wherever located, provided that the course content is at the undergraduate level or below; or

(11) The organization of, and preparation for, activities described in paragraphs (a)(1) through (a)(10) of this section by employees or contractors of the sponsoring organization that is a person subject to U.S. jurisdiction; or

(12) Facilitation by an organization that is a person subject to U.S. jurisdiction, or a member of the staff of such an organization, of licensed educational activities in Cuba on behalf of U.S. academic institutions or secondary schools, provided that:

(i) The organization is directly affiliated with one or more U.S. academic institutions or secondary schools; and

(ii) The organization facilitates educational activities that meet the requirements of one or more of the general licenses set forth in § 515.565(a)(1), (a)(2), (a)(3), and (a)(6).

AIG CUBA TRAVEL CERTIFICATION

Note: The authorization in this paragraph extends to adjunct faculty and part-time staff of U.S. academic institutions. A student enrolled in a U.S. academic institution is authorized pursuant to §515.565(a)(1) to participate in the academic activities in Cuba described above through any sponsoring U.S. academic institution.

(b) People-to-people travel. The travel-related transactions and such additional transactions as are directly incident to educational exchanges not involving academic study pursuant to a degree program are authorized, provided that:

(1) The exchanges take place under the auspices of an organization that is a person subject to U.S. jurisdiction and that sponsors such exchanges to promote people-to-people contact;

(2) Travel-related transactions pursuant to this authorization must be for the purpose of engaging, while in Cuba, in a full-time schedule of activities intended to enhance contact with the Cuban people, support civil society in Cuba, or promote the Cuban people's independence from Cuban authorities;

(3) Each traveler has a full-time schedule of educational exchange activities that will result in meaningful interaction between the traveler and individuals in Cuba;

(4) An employee, paid consultant, or agent of the sponsoring organization accompanies each group traveling to Cuba to ensure that each traveler has a full-time schedule of educational exchange activities; and

(5) The predominant portion of the activities engaged in by individual travelers is not with individuals or entities acting for or on behalf of a prohibited official of the Government of Cuba or a prohibited member of the Cuban Communist Party.

Example: An organization wishes to sponsor and organize educational exchanges not involving academic study pursuant to a degree program for individuals to learn side-by-side with Cuban individuals in areas such as environmental protection or the arts. The travelers will have a full-time schedule of educational exchange activities that will result in meaningful interaction between the travelers and individuals in Cuba. The organization's activities qualify for the general license.

Note: An organization that sponsors and organizes trips to Cuba in which travelers engage in individually selected and/or self-directed activities would not qualify for the general license. Authorized trips are expected to be led by the organization and to have a full-time schedule of activities in which the travelers will participate.

(c) Transactions related to activities that are primarily tourist-oriented, including self-directed educational activities that are intended only for personal enrichment, are not authorized pursuant to this section.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.566 Certification – Religious activities in Cuba.

Persons subject to U.S. jurisdiction, including religious organizations located in the United States and members and staff of such organizations, are authorized to engage in the travel-related transactions ... and such additional transactions as are directly incident to engaging in religious activities in Cuba, provided that the travel-related transactions pursuant to this authorization must be for the purpose of engaging, while in Cuba, in a full-time schedule of religious activities.

I have read the foregoing and certify I meet these requirements: _____

(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.567 Certification – Public performances, clinics, workshops, athletic and other competitions, and exhibitions

(a) Amateur and semi-professional international sports federation competitions. The travel-related transactions ... and such other transactions as are directly incident to participation in athletic competitions in Cuba by amateur or semi-professional athletes or athletic teams, or organization of such competitions, are authorized, provided that:

- (1) The athletic competition in Cuba is held under the auspices of the international sports federation for the relevant sport;
- (2) The U.S. participants in the athletic competition are selected by the U.S. federation for the relevant sport; and
- (3) The competition is open for attendance, and in relevant situations, participation, by the Cuban public.

(b) Public performances, clinics, workshops, other athletic or non-athletic competitions, and exhibitions. The travel-related transactions ... and such other transactions as are directly incident to participation in or organization of a public performance, clinic, workshop, athletic competition not covered by paragraph (a) of this section, non-athletic competition, or exhibition in Cuba by participants in or organizers of such activities are authorized, provided that the event is open for attendance, and in relevant situations participation, by the Cuban public.

Example: An amateur baseball team wishes to travel to Cuba to compete against a Cuban team in a baseball game in Cuba. The game will not be held under the auspices of the international sports federation for baseball. The baseball team's activities therefore would not qualify for the general license in paragraph (a). The game will, however, be open to the Cuban public and any profits after costs from the game will be donated to an independent non-governmental organization in Cuba. The baseball team's activities would qualify for the general license in paragraph (b).

Example: A U.S. concert promoter wishes to organize a musical event in Cuba that would be open to the public and feature U.S. musical groups. The organizing of the musical event in Cuba by the U.S. concert promoter and the participation by U.S. musical groups in the event would qualify for the general license in paragraph (b).

(c) An entire group does not qualify for the general license in paragraph (a) or (b) of this section merely because some members of the group qualify individually.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.574 Certification – Support for the Cuban People

(a) The travel-related transactions... and other transactions that are intended to provide support for the Cuban people are authorized, provided that:

- (1) The activities are of:
 - (i) Recognized human rights organizations;
 - (ii) Independent organizations designed to promote a rapid, peaceful transition to democracy; or
 - (iii) Individuals and non-governmental organizations that promote independent activity intended to strengthen civil society in Cuba; and

(2) The traveler's schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule.

(b) An entire group does not qualify for the general license in paragraph (a) of this section merely because some members of the group qualify individually.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.575 Certification – Humanitarian projects.

(a) Transactions, including the travel-related transactions ... that are related to the humanitarian projects in or related to Cuba that are designed to directly benefit the Cuban people as set forth in paragraph (b) are authorized, provided that the traveler’s schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule.

(b) Authorized humanitarian projects. The following projects are authorized by paragraph (a) of this section: medical and health-related projects; construction projects intended to benefit legitimately independent civil society groups; disaster preparedness, relief, and response; historical preservation; environmental projects; projects involving formal or non-formal educational training, within Cuba or off-island, on the following topics: entrepreneurship and business, civil education, journalism, advocacy and organizing, adult literacy, or vocational skills; community-based grassroots projects; projects suitable to the development of small-scale private enterprise; projects that are related to agricultural and rural development that promote independent activity; microfinancing projects, except for loans, extensions of credit, or other financing prohibited by § 515.208; and projects to meet basic human needs.

Example: A U.S. group of medical professionals that specializes in disease treatment wishes to support a community in Cuba by providing the latest techniques and literature in disease education and prevention directly to the Cuban people. Provided that the medical professionals in the group maintain a full-time schedule related to disease education and prevention, these activities qualify for the general license.

(c) An entire group does not qualify for the general license in paragraph (a) of this section merely because some members of the group qualify individually.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.576 Certification – Activities of private foundations or research or educational institutes.

(a) The travel-related transactions ... and such additional transactions as are directly incident to activities by private foundations or research or educational institutes with an established interest in international relations to collect information related to Cuba for noncommercial purposes are authorized, provided that the traveler's schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule.

Example: A private research foundation that produces essays on international relations issues wishes to send a team made up of its employees and consultants to Cuba to collect information for a current study of the relationship that countries in the Western Hemisphere have with European countries. Provided that all of the employees and consultants on the team maintain a full-time schedule of activities relating to the collection of information for the study, these activities qualify for the general license.

(b) An entire group does not qualify for the general license in paragraph (a) of this section merely because some members of the group qualify individually.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.545 Certification – Transactions related to information and informational materials.

The travel-related transactions ... and such additional transactions as are directly incident to the exportation, importation, or transmission of information or informational materials as defined in § 515.332 are authorized, provided that the traveler's schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule.

The travel-related transactions ... and such additional transactions as are directly incident to professional media or artistic productions of information or informational materials for exportation, importation, or transmission, including the filming or production of media programs (such as movies and television programs), the recording of music, and the creation of artworks in Cuba, are authorized, provided that the traveler is regularly employed in or has demonstrated professional experience in a field relevant to such professional media or artistic productions, and that the traveler's schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.533 Certification – Exportations from the United States to Cuba; reexportations of 100% U.S.-origin items to Cuba; negotiation of executory contracts.

The travel-related transactions ... and such additional transactions as are directly incident to the conduct of market research, commercial marketing, sales negotiation, accompanied delivery, installation, or servicing in Cuba of items consistent with the export or reexport licensing policy of the Department of Commerce are authorized, provided that the traveler's schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule.

The travel-related transactions ... and such additional transactions as are directly incident to the facilitation of the temporary sojourn of aircraft and vessels as authorized by 15 CFR 740.15 (License Exception Aircraft, Vessels and Spacecraft) or pursuant to other authorization by the Department of Commerce for travel between the United States and Cuba authorized pursuant to this part, including travel-related transactions by personnel who are persons subject to U.S. jurisdiction and who are required for normal operation and service on board a vessel or aircraft, as well as personnel who are persons subject to U.S. jurisdiction and who are required to provide services to a vessel in port or aircraft on the ground, provided that:

- (i) The aircraft or vessel must be transporting individuals whose travel between the United States and Cuba is authorized pursuant to any section of this part other than the paragraph above and
- (ii) Such travel-related transactions by such personnel are limited to the duration and scope of their duties in relation to the particular authorized temporary sojourn.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date:

AIG CUBA TRAVEL CERTIFICATION

PART B

Section 515.559 Certification – Certain export and import transactions by U.S.-owned or -controlled foreign firms.

Travel-related transactions ... and such other transactions as are directly incident to market research, commercial marketing, sales negotiation, accompanied delivery, installation, or servicing of exports that are consistent with the licensing policy under paragraph (a) of this section are authorized, provided that the traveler's schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule.

I have read the foregoing and certify I meet these requirements: _____
(Signature)

Date: