**Confirmation of safety plan – *Example***

***[Place and date]***

***[Name of recipient]***

According to Article 11 of Act No. 96/2018 on the Icelandic Tourist Board, anyone performing tours within Icelandic territories must have written safety plans for their tours. Agents that resell tours are under obligation to verify that those performing tours have safety plans, and, according to the same article, it is forbidden to offer tours for sale, advertise or present tours when a safety plan is not in place.

The rules on work procedures for **[*name of company/seller*]** stipulate that all partners confirm that appropriate safety plans are in place for the tours that they perform. By following this, we aim at ensuring the safety of our customers when participating in tours that we sell.

Please confirm that **[*name of company/operator*]** has prepared safety plans which are followed when performing the services provided by the company, and send us an example of a safety plan or information on how such plans are prepared before ***[date]****.*

In addition, we request confirmation that the appropriate operating permits are in effect.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Jón Jónsson  
General Manager