

# Airport Charges 2009/10



***City of Derry  
Airport***

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## **1. Introduction**

In this document the airport authority details the airport charges for services at City of Derry Airport in 2009/10. The charging scheme will come into effect on April 1st 2009 and remain in force until further notice.

## **2. Definitions and interpretations**

- 2.1 Airport Authority means the person(s) or body owning or managing in whole or in part City of Derry Airport.
- 2.2 Airport Charges mean the scheme set out in the airport charging scheme.
- 2.3 An Air Transport Movement (ATM) means either a landing or a take-off movement for a commercial operation (please note that a commercial operation is one that includes one or more of the following flight classes: scheduled, charter, diversions and/or cargo).
- 2.4 Certificate of Airworthiness reference shall include any validations thereof and any flight manual, aircraft log or performance documentation/schedules relating to the aircraft.
- 2.5 Maximum Take Off Weight (MTOW) is the certified maximum take-off weight as specified on the relevant limitations pages of the Approved Flight Manual.
- 2.6 Passenger means any person carried on an aircraft with the exception of the flight crew and cabin staff operating the flight leg.
- 2.7 EU means any destination point/location within the EU.
- 2.8 Non EU means any destination point/location outside the EU.
- 2.9 UK Domestic means any destination point/location within the UK.
- 2.10 A Technical Transit Flight is defined as one that arrives for the purpose of refuelling or other operational reason e.g. crew rest, and departs to a third country using the same flight number/aircraft.

### 3.1 Aviation Charges

#### Volume Based Aviation Charges (Scheduled Airlines)

(Including Landing fees, Navigation Fees, Passenger Service Charge and Security Charges)

Departure Volume per Route per Annum	Charge Per Departing (or Arriving) Pax		
	UK Domestic	EU	Non EU
Up to 15,000	£ 3.33	£22.17	£27.72
15,001 +	£ 3.34	£ 4.41	£ 5.54

All passengers up to 15,000 will be charged at the higher rate, with the reduced rate only applying to passengers from 15,001 upwards.

To establish the route volume per annum, use the forecast route departure volume based on 75% load factor.

#### Non Scheduled, Charter & Freight Charges

Fees and Charges are based on the maximum permitted take-off weight for an aircraft.

a) Basic Landing Fee & Navigation Charge

£17.11 per tonne

b) Passenger Service Charge (PSC) per departing (or arriving) passenger (Aircraft 2.73 metric tonnes or greater):

2.1	Non EU	£14.05
2.2	EU Flights	£ 8.83

c) Airport Security Charges

£3.12 per departing (or Arriving) passenger.

#### REBATES (for Non-scheduled, Charter, General Aviation)

- a) 50% Under 100 nautical miles
- b) 75% Crew Training, a minimum charge of £25.00 is applicable
- c) Home Based Operators on application
- d) Private Single Engine Aircraft and Club Single Engine Aircraft up to 3 tonnes not based at Eglinton: LNC - £11.73

- e) Private Multi Engine Aircraft and Club Multi Engine Aircraft up 3 tonnes to not based at Eglinton: LNC - £23.47
- f) Training Instrument Approach - £17.65 - 25% for Home Based Aircraft

### 3.2 Aircraft Parking

First 2 hours no charge

Per 24 hours (including first 2) or part thereof:

Not over 2 tonnes	£ 8.23
Not over 4 tonnes	£14.15
Not over 6 tonnes	£19.91
Not over 10 tonnes	£29.39
Not over 15 tonnes	£41.17
Not over 20 tonnes	£47.09

Plus £8.23 per 10 tonnes or part thereof over 20 tonnes

### 3.3 Hangar Charge

Hangar charges per 24 hours or part thereof:

Not over 2 tonnes	£16.95
Not over 4 tonnes	£27.88
Not over 6 tonnes	£42.41
Not over 10 tonnes	£60.60
Not over 20 tonnes	£78.74

Plus £18.19 per 10 tonnes or part thereof over 20 tonnes

### 3.4 Other Charges

#### Out Of Hours Charge

The charges listed in this schedule are based on the airports published operating hours. Ad hoc aerodrome or terminal extensions will be charged at the rates listed as follows:

To extend or open the airport for public transport flight movement's

- RFF CAT 1 or Private £182.99 per hour
- CAT 2 – 3 £204.52 per hour.
- CAT 4 £285.25 per hour.
- CAT 5 £333.86 per hour.
- CAT 6 £371.36 per hour.
- CAT 7 £454.24 per hour
- Minimum of 4 hours for a special opening.

To extend the airport for Home Based Operator movement's 50% reduction per hour.

### **Terminal Availability Charge – Out Of Hours**

£177.61 per hour or part thereof.

### **Airport Facility Charges**

This charge will be made at the discretion of the Airport Manager for ancillary services provided, such as ground transport, storage space of special equipment.

### **Immigration**

For all aircraft of six seats or greater arriving from outside the United Kingdom common travel area (UK, Ireland and Channel Isles), a charge of £38.75. This figure is zero rated V.A.T.

### **Minimum Invoice Charge**

A fee of £25.00 will be added to invoices, which do not exceed a net value of £50.

### **Credit Facilities**

Credit only extended to approved airlines and individuals and on completion of the airport's credit agreement documentation. All customers who have not completed a credit application will be deemed to be cash customers only and must pay for all services before departing the airfield. Further information from the Operations Manager or download the Credit Application & Direct Debit Mandate from the airport website at [www.cityofderryairport.com](http://www.cityofderryairport.com) in the About Us Section.

## **3.5 Review Of Charges**

Charges will be reviewed on a three-year cycle, taking into consideration industry changes, which substantially affect the charge basis. The 2009/10 review is underway and the next review is due 1<sup>st</sup> January 2010.

All Aeronautical Charges are increased annually on 1<sup>st</sup> April by the annual RPI.

#### **4. Terms and Conditions in relation to Aeronautical Charges**

- 4.1 The Airport reserves the right to vary the terms, conditions and charges at any time.

#### **Financial**

- 4.2 Airlines and ground handlers must provide to the airport authority in a format defined by the airport authority from time to time the name, postal address, phone, fax, email address, IATA/ICAO prefix and local City of Derry Airport SITA address of the organisation which is to be invoiced for airport.
- 4.3 All payments in respect of airport charges are to be made to the Airport Authority Derry City Council.
- 4.4 Operators who have not previously entered into credit arrangements with the Airport Authority and who wish to be afforded credit facilities should make an application in writing to the Airport Authority through the Operations Manager in the Contact Table outlined in Section 6 or download the Credit Application & Direct Debit Mandate from the airport website at [www.cityofderryairport.com](http://www.cityofderryairport.com) in the About Us Section.
- 4.5 Where credit terms have been agreed in accordance with paragraph 4.6, normal payment terms with the Airport Authority will not exceed thirty days after invoice date.
- 4.6 All airport charges in respect of an aircraft must be paid by the aircraft operator or registered owner, before the aircraft departs from the airport unless prior credit arrangements have been granted in writing by the airport authority. Where credit terms have not been specifically agreed or where they have been exceeded, cash/credit card settlement in respect of airport charges due will be required before the aircraft departs from the airport. All credit arrangements (which may be subject to change) are totally at the discretion of the airport authority.
- 4.7 Payments due shall be made in full without deductions, unless there is a prescribed statutory basis for making any such deduction. Without the express written consent of the airport authority, the operator shall not be entitled to make any set off against or deduction from the charges invoiced, in respect of any claim that he may have against the airport authority or otherwise.
- 4.8 Where credit has been expressly granted the account must be settled within the specified credit period in respect of the goods and/or services provided, otherwise late payment interest and compensation may be charged in accordance with the provisions of the Prompt Payments of Accounts Act, 1997 as amended by S.I. No 388 of 2002 (European Communities (Late Payments in Commercial Transactions) Regulations 2002) and their successors. In the event that a customer wishes to query or dispute any of the transaction details set out on an invoice it is a requirement that any such query or dispute be made within 14 days of invoice date. Such notification to be made to the following address:

Julian Benbow  
Operations Manager  
City of Derry Airport  
Airport Road  
Eglinton  
Co. L'Derry  
BT47 3GY  
Email: [operations.manager@cityofderryairport.com](mailto:operations.manager@cityofderryairport.com)  
Tel: 028 71813308

### **Liability & Insurance**

- 4.9 Neither the airport authority, nor its respective servants or agents shall be liable for the loss of or the damage to the aircraft, its parts or accessories or any property contained in the aircraft, occurring while the aircraft is on the airport or is in the course of landing or take-off at the airport, arising or resulting directly or indirectly from any act, omission, neglect or default on the part of the airport authority, or its servants or agents unless done with intent to cause damage or recklessly and with knowledge that damage would probably result. In any event neither airport authority nor their respective servants or agents shall be under any liability whatever for any indirect loss and/or expense (including loss of revenue) suffered by the operator.
- 4.10 The airport authority will invoice the party or parties responsible for the full costs of any clean up or repair of damage to airport property.

### **Information**

- 4.11 All airlines and ground handlers are required to provide to the airport authority passenger and cargo related information as outlined below in a format defined by the Airport Authority from time to time.
- Total number of terminal, transfer and transit passengers, including the class, children, infants and jump seat passengers.
  - Total weight of flown and trucked cargo and mail which is embarked and disembarked at the airport by the airline/ground handler.
  - For validation purposes, airlines and ground handlers are required to maintain information on transfer passengers in a format as specified by the airport authority from time to time. In order for airlines to avail of reduced transfer passenger charges, the Airport Authority is entitled to audit and review this information on a regular basis.
  - The Airport Authority may request the provision of copies of aircraft load sheets to enable verification of all details with respect to the passengers carried on any or all flights departing from that airport during a specified period.
- 4.12 The airlines on an ongoing basis shall also provide or ensure that its handling company provides to the company details of all aircraft operations by the timely transmission of complete and accurate operational data as set out in paragraph 4.15 below preferably by automatic electronic means using and conforming to

IATA messaging and communication standards. Where such electronic transmission is not possible alternative transmissions procedures must be specifically agreed with the Airport Manager's office.

4.13 Complete and accurate operational data as set out above must be transmitted before midnight UTC of the calendar day of operation.

4.15 The required operational data includes:

- Turnaround linked flight numbers and registrations (including changes)
- Aircraft registration (including aircraft substitutions)
- Variations to schedule (including flight number, aircraft type, route and scheduled time of information)
- Estimated times of operation
- Actual times on and off stand
- Flight plan call signs
- Baggage information services BSM messages
- In regards to new and amended ownership or registration details these can be advised on the Aircraft Fleet Declaration Form (AFDF) as soon as they become available. These specific details can be sent on the AFDF at any time. The AFDF is downloadable from [www.cityofderryairport.com](http://www.cityofderryairport.com) in the About Us Section.
- Airlines are required to supply the certificated Maximum Take Off Weight (MTOW) in kilograms and other specific aircraft details to the Operations Manager or on the AFDF which can be downloaded from [www.cityofderryairport.com](http://www.cityofderryairport.com) in the About Us Section.. The required information should be sent in electronic form to the email address [operations.manager@cityofderryairport.com](mailto:operations.manager@cityofderryairport.com) as outlined below:
- Aircraft submissions on MTOW will be rounded up to the nearest metric tonne.
- For the purposes of validation of the submitted aircraft weight data, relevant pages of the Approved Flight Manual or related information may be requested.
- In the absence of such MTOW and other relevant data being provided by the specified date on the City of Derry Airport AFDF document, the airport authority will use the values contained on the operator's AFDF received in the previous scheduling season. This information will be valid for one year only. If no AFDF was received in the previous scheduling season then the airport authority will use the most recently published values, for invoice calculation purposes and other operational requirements.

- Following a request in writing made by the airport authority, an airline or handler acting on the airline's behalf must produce the original documents for inspection by the airport authority or any person duly authorised by the airport authority in writing.
- 4.15 The airline or ground handling company shall retain and keep proper and adequate records for inspection by the airport authority or its agents for a minimum period of 2 years.
- 4.16 Where the airline or its appointed handling agent fails to provide the information required as outlined in the previous sections within the specified period, the airport authority shall be entitled to assess and invoice the charges payable by the airline by reference to the most recently published values for the Maximum Take -Off Weight and the maximum passenger capacity of the specific aircraft type.

## 5. Contact Details

<p><b>Airport Manager</b></p>   <p><b>Phone</b> <b>Fax</b> <b>Email</b></p>	<p>Philip O'Doherty City of Derry Airport Airport Road Eglinton Co. L'Derry</p> <p>028 71813300 028 71811772 <a href="mailto:airport.manager@cityofderryairport.com">airport.manager@cityofderryairport.com</a></p>
<p><b>Air Traffic Services Manager</b></p>   <p><b>Phone</b> <b>Fax</b> <b>Email</b></p>	<p>Michael Edwards City of Derry Airport Airport Road Eglinton Co. L'Derry</p> <p>028 71 813333 02871813301 <a href="mailto:ats.manager@cityofderryairport.com">ats.manager@cityofderryairport.com</a></p>
<p><b>Operations Manager</b></p>   <p><b>Phone</b> <b>Fax</b> <b>Email</b></p>	<p>Julian Benbow City of Derry Airport Airport Road Eglinton Co L'Derry</p> <p>02871813308 02871813301 <a href="mailto:operations.manager@cityofderryairport.com">operations.manager@cityofderryairport.com</a></p>
<p><b>Executive Officer</b></p>   <p><b>Phone</b> <b>Fax</b> <b>Email</b></p>	<p>Damien Tierney City of Derry Airport Airport Road Eglinton Co. L'Derry</p> <p>028 71 813311 028 71 813301 <a href="mailto:executive.officer@cityofderryairport.com">executive.officer@cityofderryairport.com</a></p>
<p><b>Ground Handling Manager</b></p>   <p><b>Phone</b> <b>Email</b></p>	<p>Tina Curry City of Derry Airport Airport Road Eglinton Co. L'Derry</p> <p>028 71813312 <a href="mailto:gh.manager@cityofderryairport.com">gh.manager@cityofderryairport.com</a></p>