Airport Charges for Cork Airport

Valid from 1st January 2009

CORK AIRPORT
AERFORT CHORCAÍ

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1. Introduction

As a result of the enactment of the State Airports Act 2004, on the 1st October 2004, Aer Rianta became the Dublin Airport Authority Plc. The company is a state-owned international airport company involved in airport management, retailing and investment in Ireland and abroad. In Ireland, it is currently responsible for the management of Cork, Dublin and Shannon Airports.

In this document the airport authority details the airport charges for services at Cork Airport. Following the enactment of the State Airports Act 2004, airport charges at Cork Airport, as set out in Section 2 of the Air Navigation and Transport (Amendment) Act, 1998, will no longer be subject to price cap regulation following the publication of a new Determination for Cork in 2005. The current charges at Cork Airport came into effect on January 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 Cork Airport.

2.2 **1998 Act** means the Air Navigation and Transport (Amendment) Act 1998.

2.3 **Airport Charges** has the meaning assigned to it by section 2 of the 1998 Act.

2.4 **Associated Undertaking** means an associated undertaking as defined in Regulation 34 of the European Communities (Companies: Group Accounts) Regulations 1992.

2.5 **ATM** means an air transport movement being either a landing or a take-off movement for a Commercial Operation.

2.6 **Commercial Operation** means one or more of the following flight classes: scheduled, charter, diversions and/or cargo.

2.7 **Dual Gateway Transatlantic Operations** means operations to or from destinations in North or South America, which operate into both Dublin and Cork Airports.

2.8 **Holding Company** means a holding company as defined in section 155 of the Companies Act 1963.

2.9 **MTOW** means the certified maximum take-off weight as specified on the relevant limitations pages of the approved flight manual.

2.10 **Operator** means an operator of an aircraft as defined in section 2(1) of the 1998 Act or a Registered Owner together with any Holding Company, Subsidiary, Subsidiary of such Holding Company or any Associated Undertaking of such operator or Registered Owner.

2.11 **Passenger** means any person carried on an aircraft with the exception of the flight crew and cabin staff operating the flight leg.

2.12 **Passenger Charge** means the charges described in clause 3.4.

2.13 **QRF** means a quick return flight being a flight forced by any out-of-the-ordinary occurrence (for example a medical emergency or a technical issue) to make an unscheduled return to the airport from where it originally departed.

2.14 **Registered Owner** means the registered owner of an aircraft as defined in section 2(1) of the 1998 Act together with any Holding Company,

Subsidiary, Subsidiary of such Holding Company or any Associated Undertaking of such registered owner.

2.15 **Subsidiary** means a subsidiary as defined in section 155 of the Companies Act 1963.

2.16 **Transfer Passenger** means a Passenger arriving from another airport ('airport of origin') on one flight who departs aboard a different flight number on the same ticket to an airport or city other than the airport of origin or city of origin, provided that the scheduled time of departure of the second flight is not more than 5 hours after the scheduled time of arrival of the first flight.

2.17 **Transit Passenger** means a Passenger who arrives in and departs from an airport on the same flight number and aircraft. Passengers who change aircraft because of technical or operational issues but continue on a flight with the same flight number are still counted as transit passengers.

2.18 **A Technical Transit Flight** is defined as one that arrives from outside the state 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. This also includes transit flights where a defined number of seats have been approved by the Department of Transport for terminal passengers.

3. Airport Charges for Cork Airport

3.1 Runway Landing and Take-off Charges

		Cork Euro
Charging Basis		Per tonne MTOW or part thereof
Standard charge per air transport movement (Each way)		4.20
Exemptions	**Test circuits** **Search and Rescue (duty operations)**	No charge No charge
Training		Airport Director's Decision

- Runway Landing and Take Off charges are assessed and payable on the basis of the Maximum Take-Off Weight (MTOW) declared in accordance with paragraph 4.18 of this document.
- Runway landing and take-off charges for a QRF are payable as normal.
- Search and rescue (duty operations) are exempt from runway landing and take-off charges.

3.2 Aircraft Parking Charges

		Cork Euro
Charging Basis		Per 30 minutes or part thereof
Standard Charge per Aircraft/ Stand type	Wide/Contact	32.75
	Narrow/Contact	26.20
	Wide/Remote	N/A
	Narrow/Remote	N/A
	Light Aircraft Parking Areas	1.10
	Long Term Remote	N/A

- A Parking charge applies from the Actual Time of Arrival (landed time) to the Actual Time of Departure (airborne time) minus 15 minutes as recorded in the Cork Airport Operations System database.
- A list of the stand categories is available on the Cork Airport website.
- Overnight parking from 2300-0600 hrs local time ("night-time") is free of charge. A list of the stand categories for each airport is available on that airports website.

- Designated light aircraft parking areas are LAP at Cork. Only aircraft parked on the designated parking areas will be entitled to avail of the reduced charge. A minimum charge of €5 at Cork will apply for light aircraft.
- A QRF will incur parking charges payable at standard rates.
- Aircraft Parking for extended periods may attract surcharges as follows:

Aircraft Parking Duration	Parking Surcharge
Charging basis	Per 30 minutes or part thereof
48 hours up to 72 hours (excluding night-time)	Standard rate +100%
72 hours and over (excluding night-time)	Standard rate +200%

- The Airport Chief Executive at his/her discretion may apply an aircraft-parking surcharge at Cork where extended stay aircraft cause capacity problems.
- The Airport Chief Executive in certain circumstances may request that aircraft park on a non-standard stand for operational reasons. Anyone parking at the direction of the Airport Authority on any non-standard location will be charged at a rate of €5 per 30 minutes without the imposition of surcharges.

3.3 Airbridge Charge

	Cork Euro
Charging basis	Per 15 minutes or part thereof
Charge level	3.75

- Airbridge charges will be applied for all airbridge-compatible aircraft occupying an airbridge-served stand whether or not the airbridge is used. The billed period applies from the actual time of arrival (landed time) to the actual time of departure (airborne time) minus **15** minutes as recorded in the AOS database.
- A QRF aircraft that uses an airbridge will incur airbridge charges payable at standard rates.
- Airbridge charges will not apply during night-time.
- Charges will not apply if an airbridge is out of service.

3.4 Passenger Service Charges

		Cork Euro
Charging Basis		Per departing passenger
Charges per passenger type	**All routes**	7.15
	Transfer	.75
	Transit	Free
Exemptions		Infants under 2 years; Airline Flight Crew on duty

- Transfer passenger information shall where possible, be provided via Passenger Transfer Messages (PTM).
- A QRF will have its Passenger Charges exempted. This means that the QRF departing Passenger Charge will not be raised on the first departure. The subsequent second departure of that flight will attract the standard Passenger Charge.
- Airline positioning crews are not exempt from this charge.

3.5 Airport Security Charge

	Cork Euro
Charging basis	Per departing passenger
Charge level	5.50
Exemptions	Children under 2 years Transfer passengers Transit passengers Flight Crew on active duty

- The security charge contributes to airport security, passenger screening and provision of infrastructure for hold baggage screening.
- This charge excludes any contribution towards costs of operation of hold baggage screening, which is the responsibility of the aircraft operator.
- Airline positioning crews are not exempt from this charge.
- A QRF will have its Security Charges exempted. This means that the QRF departing Security Charge will not be raised on the first departure. The subsequent second departure of that flight will attract the standard Security Charge.

4 Terms and Conditions of Use at Cork Airport in relation to Airport Charges

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

4.2 Inter alia, Sections 39, 40 and 41 of the Air Navigation and Transport (Amendment) Act 1998 apply.

Financial

4.3 Further to sections 39(2) and 39(3) of the 1998 Act the Operator (which, for the avoidance of doubt, includes the Registered Owner) is liable for the payment of Airport Charges. In accordance with the provisions of section 39(3) of the 1998 Act Cork Airport may request any or all records necessary for the purpose of facilitating the assessment and collection of Airport Charges payable by an Operator and in particular may request details of leasing/sub leasing arrangements which will enable Cork Airport to determine who is for the time being responsible for the management of the aircraft.

4.4. Operators and Ground Handlers must provide to Cork Airport, in a format defined by Cork Airport from time to time, the name, postal address, phone, fax, email address, IATA/ICAO prefix and local Cork, Dublin or Shannon Airport SITA address of the organisation which is to be invoiced for Airport Charges as set out in the 1998 Act, or for other services.

4.5. All payments in respect of Airport Charges are to be made to Dublin Airport Authority plc.

4.6. Subject to clause 4.13, where credit terms have been agreed, normal payment terms with Cork Airport will not exceed thirty days after invoice date. Cork Airport may apply different credit terms to any Operator. All credit arrangements are at the sole discretion of Cork Airport may be amended at any time by Cork Airport and with immediate effect.

4.7. The Operator must pay all Airport Charges (in respect of an aircraft), before the aircraft departs from the airport unless prior credit arrangements have been granted in writing by Cork Airport. Where credit terms have not been specifically agreed or where they have been exceeded or in circumstances where a previous default in respect of the payment of Airport Charges has not been remedied, cash/credit card settlement in respect of all Airport Charges due will be required before the aircraft departs from the airport.

4.8. Operators who have not previously entered into credit arrangements with Cork Airport and who wish to be afforded credit facilities should make an application in writing to Cork Airport through the relevant credit information contact in the contact table outlined in section 6 of this

document. Cork Airport may consult credit reference agencies in order to assess the creditworthiness of the Operator concerned. In addition Cork Airport may seek audited accounts and other additional financial information including cash flow forecasts. In such circumstances the Operator concerned may contact Cork Airport to determine the identity of the specific credit agencies involved.

4.9. Before providing credit facilities Cork Airport may seek any security that it deems appropriate and may amend its requirements for security from time to time at its sole discretion.

4.10 An Operator (a "Lessor") shall notify Cork Airport at least 10 days in advance of any proposed arrangements by such Operator to lease (including sub-lease), licence or otherwise divest an interest (which for the avoidance of doubt, includes a wet lease) in one or more of its aircraft to another entity (a "Lessee").

4.11 Without prejudice to Cork Airport's rights under clause 4.8, the Lessor and/or the Lessee shall provide to Cork Airport (i) such information, including financial details, relating to the Lessee as Cork Airport may require (ii) the name of the entity that is responsible for the management of an aircraft and (iii) such security in respect of any Airport Charges that may be payable by the Lessee as Cork Airport may require, including a guarantee by the Lessor of any obligations of the Lessee to Cork Airport. Notwithstanding any right of Cork Airport to recover Airport Charges from the Lessee and without prejudice to Cork Airport's rights under clause 4.3, if the Lessor fails to notify Cork Airport of any such arrangements the Lessor shall remain liable to Cork Airport for any Airport Charges not discharged by the Lessee. Any recovery of such amounts by the Lessor from the Lessee will be the sole responsibility of the Lessor.

4.12 Payments due shall be made in full without deductions. Without the express written consent of Cork Airport, 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/she may have against Cork Airport or otherwise.

4.13 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 an Operator 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:

Airports Shared Services Centre
Dublin Airport Authority, plc, Airports Shared Services Centre PO Box 628, Shannon Airport, Co Clare **E-mail:** ssc_ar@daa.ie **Fax:** 061 471746 **Telephone:** 061 712142

a) Without prejudice to Cork Airport's rights under any applicable law, including sections 39, 40 and 41 of the 1998 Act, immediately on the occurrence of any one or more of the following events (each an "Insolvency Event") in relation to an Operator, which for the avoidance of doubt includes a Registered Owner, all Airport Charges together with interest on such Airport Charges and all other amounts payable by such Operator to Cork Airport under this Agreement or otherwise shall become immediately due & payable by such Operator to Cork Airport:
b) the Operator ceases operations or announces an intention to cease operations;
c) the Operator is unable or admits inability to pay its debts as they fall due or is deemed to or declared to be unable to pay its debts under applicable law, suspends or threatens to suspend making payments on any of its debts or, by reason of actual or anticipated financial difficulties, commences negotiations with one or more of its creditors with a view to rescheduling any of its indebtedness;
d) the value of the assets of any member of the Operator is less than its liabilities (taking into account contingent and prospective liabilities);
e) a moratorium is declared in respect of any indebtedness of the Operator;
f) any corporate action, legal proceedings or other procedure or step is commenced or taken in relation to:
    i. the suspension of payments, a moratorium of any indebtedness, winding-up, dissolution, administration or reorganisation (by way of voluntary arrangement, scheme of arrangement or otherwise) of the Operator;
    ii. a composition, compromise, assignment or arrangement with any creditor of any member of the Operator;
    iii. the appointment of a liquidator, receiver, examiner, administrative receiver, administrator, compulsory manager or other similar officer in respect of the operator/owner or any of the assets of the Operator;
    iv. enforcement of any security over any assets of the Operator;
g) a petition is issued or served on the Operator to wind it up pursuant to section 213 of the Companies Act 1963;
h) the air operator certificate and/or the air carrier operating licence is withdrawn from the Operator; or
i) any procedure or step analogous to any of those set out in paragraphs (a) to (g) is taken in any jurisdiction.

4.14 Where an Operator defaults in paying to Cork Airport all Airport Charges together with interest on such Airport Charges and all other amounts payable by such Operator to Cork Airport immediately on the occurrence of an Insolvency Event, the provisions of section 40(1) of the 1998 Act shall apply.

4.15 Any security provided by an Operator pursuant to section 40(2) of the 1998 Act shall be paid into an account nominated by Cork Airport. On payment of the security the Operator shall provide the following information to Cork Airport:

a. the amount of the security being provided
b. a breakdown of the calculation of the security;
c. a statement in writing that the payment is pursuant to section 40(2) of the 1998 Act; and
d. any such other information as Cork Airport may request from time to time.

Liability & Insurance

4.16 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.

4.17 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.

Required Business Data

4.18 Operators shall submit electronically an **Aircraft Fleet Declaration Form** (**AFDF**) in the form set out in Appendix 2 to Cork Airport prior to the arrival of an aircraft at Cork Airport detailing the following required data:

- Manufacturers Serial Number(MSN)
- Aircraft Registration
- Manufacturer Type
- Manufacturer Name
- Aircraft MTOW in Kilograms
  - The MTOW value will be used for the purposes of the calculation and invoicing of runway charges
  - 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.
- ICAO Aircraft Type Designator
- IATA Aircraft Type Designator
- Passenger Capacity (Maximum Capacity)
- Engine Type
- Nacelles Acoustical Treatment (if any)
- Certified Noise Levels
- Noise Chapter
- Such other information as CORK AIRPORT may specify from time to time.

The required data should then be sent in electronic form to the email address set out below:

Aircraft Fleet Declaration Form
Email: apcadmin@corkairport.com

4.19 Following start-up, details for each aircraft must be submitted by the 28th February for the subsequent summer season, and by 28th September for the subsequent winter season on the Cork Airport AFDF. The required data should then be sent in electronic form to the email address set out below:

Aircraft Fleet Declaration Form
Email: apcadmin@corkairport.com

Note that updates will not be accepted at other times, except in the case of newly acquired aircraft.

4.20 In the absence of relevant aircraft data (such as MTOW) being provided by the specified date on the Cork Airport AFDF document, Cork Airport 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.

4.21 Following a request in writing made by Cork Airport, an Operator or handler acting on the Operator's behalf must produce the original documents for inspection by Cork Airport or any person duly authorised by Cork Airport in writing.

4.22 New and/or amended ownership or registration details should be advised on the Cork Airport AFDF as soon as they become available.

4.23 Under Regulation (EC) No. 437/2003 of the European Parliament and of the Council, Cork Airport is legally required to submit detailed statistical returns to the Central Statistics Office (CSO) in respect to the transport of freight and mail by commercial air services to and from its airports. Specifically, the Operator is required to provide Cork Airport with (1) annual and (2) monthly information required to complete the CSO tables within a period of 2 months after the end of the month/year [as per SI 715

Sections 3 (1) & (2)]. To facilitate this, Cork Airport requires that all Operators and handlers use the IATA messages outlined below in 4.29 for the transmission of the necessary cargo information.

4.24 For validation purposes, Operators are required to maintain information on Transfer Passengers in a format as specified by Cork Airport from time to time. In order for Operators to avail of reduced Transfer Passenger Charges, Cork Airport is entitled to audit and review this information on a regular basis.

4.25 Cork Airport 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 any specified period.

4.26 The Operator, on an ongoing basis, must also provide or ensure that its handling company provides to Cork Airport details of all aircraft operations by the timely transmission of complete and accurate operational data as set out in paragraph 4.28 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 Director's office.

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

4.28 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
- 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 Operator

4.29 The following IATA messages must be used:

Abbreviation	Message	IATA Number
MVT	AIRCRAFT MOVEMENT MESSAGES	IATA AHM 780 (NI, ED, AD, AA)
LDM	LOAD MESSAGE	IATA AHM 583
SLS	STATISTICAL LOAD SUMMARY	IATA AHM 588
DIV	AIRCRAFT DIVERSION MESSAGE	IATA AHM 781
ASM	ADHOC SCHEDULED MESSAGE PROC	IATA AHM 785 Chapter 5(CNL)
PSM	PASSENGER SERVICE MESSAGE	IATA RP 1715
PTM	PASSENGER TRANSFER MESSAGE	IATA RP 1718
BSM	BAGGAGE SERVICE MESSAGES	IATA RP 1745

4.30 The following IATA standards also apply:

Message	IATA Number
Standard for MESSAGE FORMATS	IATA AHM 080
Standard for MESSAGE CORRECTIONS	IATA AHM 081
AIRPORT CODES	IATA AHM 010
DELAY INFORMATION CODES	IATA AHM 011
Form of INTERLINE BAGGAGE TAG	IATA RES 740

4.31 For Cork, MVT, LDM, SLS, DIV, ASM, PTM, PSM messages must be sent to ORKARXH.

4.32 Queries regarding data delivery should be addressed to:

Business Data Reporting and Billing Manager
Jeremy Cullinane Manager-Operation Systems Manager Cork Airport Co. Cork Tel: +353 21 432 3750 Fax: +353 21 431 1009 Email: jeremy.cullinane@daa.ie

4.33 Where the Operator or its appointed handling agent fails to provide the information required as outlined in the previous sections within the specified period, Cork Airport shall be entitled to assess and invoice the charges payable by the Operator by reference to the MTOW for the specific aircraft type contained in JP Fleet.

4.34 Where the Operator or its appointed handling agent fails to provide the Passenger and cargo information required as outlined in these Terms and Conditions within the specified period, Cork Airport shall be entitled to assess and invoice the Passenger Charges payable by the Operator by reference to the maximum Passenger capacity for the specific aircraft type contained in JP Fleet.

4.35 The Operator shall retain and keep proper and adequate records for inspection by Cork Airport or its agents for a minimum period of 2 years.

5 Route Support Schemes

Please see the Terms and Conditions of the Route Support Schemes for the current year at Cork Airport on the Cork Airport website located at: **www.corkairport.com**

6 Contact Details

Airport Director Phone Fax Email	Pat Keohane Chief Executive Cork Airport Co. Cork +353 21 431 3131 +353 21 431 1933 pat.keohane@daa.ie
Operational Information Phone Fax Email	Sheila Murphy Assistant General Manager Cork Airport Co. Cork +353 21 432 9639 +353 21 432 1251 sheila.murphy@daa.ie
Credit Control (Credit Clearance & approval in advance of operations, credit limit revision & maintenance) Phone Fax Email	Edward Fitzgibbon Finance Manager Cork Airport Co. Cork +353 21 432 9707 +353 21 432 9770 edward.fitzgibbon@daa.ie
Airports Shared Services Centre (Customer Invoicing & Payment Collection) Phone Fax Email	Kieran Kirby Accounts Receivable Manager Airports Shared Services Centre Cork Airport Authority Shannon Airport Co. Clare +353 61 712 142 +353 61 471 746 kieran.kirby@daa.ie
General Information In relation to Airport Charges Phone Fax Email	Jeremy Cullinane Manager-Operation Systems Manager Cork Airport Co. Cork +353 21432 3750 +353 21 431 1009 jeremy.cullinane@daa.ie
Airport Charges Administrator Phone Fax Email	Airport Charges Administrator Cork Airport Co. Cork 021 432 9750 021 431 1009 apcadmin@corkairport.com

Appendix 1: Aircraft Fleet Declaration Form

The Aircraft Fleet Declaration Form for submission of Aircraft Fleet Information

Please see this document printed on the following page.

A soft copy of this form is available from the airport charges administrator apcadmin@corkairport.com or can be downloaded from the airport charges page of the Cork Airport website located at **www.corkairport.com**.