

Gatwick Airport

Conditions of Use Including Airport Charges 1st April 2011

Issued on: 26th of July 2011

Gatwick Airport Limited

West Sussex
RH6 0NP

Telephone: 0844 335 1802 (General)

The registered office for this company is at:

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Preface

(This is not part of the Conditions of Use)

1. This edition replaces the 23rd February 2010 edition.
2. Conditions of Use and airport charges for Gatwick Airport Limited are contained in this booklet. The main revisions, effective 1st of April 2011, to note are:
 - 2.1. There are increases in landing charges in the Summer but a reduction to zero in Winter for aircraft other than those less than 16 metric tonnes, ICAO Annex 16 Chapter 2 and non certificated and Chapter 3 high. There are no increases to departing passenger charges or to parking charges.
 - 2.2 There is a new Condition relating to publishing of data (Condition 2.4.1)

Gatwick Airport Limited - Conditions of Use

These Conditions are effective from 1st of April 2011.

For any queries regarding invoicing please contact Gatwick Credit Control Department (see 2.3.13), any other enquires should be addressed in the first instance to Gatwick Airport Chief Financial Officer's office.

Copies of permits (and the conditions attached thereto) under which Gatwick Airport Limited is permitted to levy charges by the Secretary of State pursuant to the provisions of Sections 38 and 53 of the Airports Act 1986 are available from Gatwick Airport Limited.

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1.1 Definitions of Terms

- 1.1.1 'Aircraft's Ascertained NOx Emission' means the product of the Engine NOx Emission as set out in the GAL Emission Database and the number of engines on the aircraft.
- 1.1.2 'Airport charges' means charges levied pursuant to the provisions of section 38 and 53 of the Airports Act 1986.
- 1.1.3 'Air Transport Flight' means a flight carried out for hire and reward. This comprises all scheduled flights operated according to a published timetable where carriage is offered to the public whether loaded or empty and all flights where the capacity is contracted to another person, but not empty positioning flights.
- 1.1.4 'Designated remote stand' means a non-pier served stand or a pier served stand to or from which coaching of passengers is unavoidable due to the airport's operational restrictions
- 1.1.5 "Engine NOx Emission" means the figure expressed in kilograms for emissions of oxides of nitrogen for the relevant engine derived from ERLIG recommended sources and which in the case of Jet aircraft engines of 26.7n thrust or more are based on the standardised ICAO landing and take off cycle as set out in ICAO Annex 16 Volume II published in Document 9646 AN1943 (1995) as amended. This data can be accessed at: www.caa.co.uk/default.aspx?categoryid=702&pagetype=90. In the case of Non-Jet aircraft engines the figure shall be that provided by the engine manufacturer or if no such figure is provided then as provided in the emissions value matrix. This data can be accessed at the Unique Airport Website: www.unique.ch/dokumente/?ID_site=2&sp=en&doku=umw_EmissionCharges_2003.pdf&dtit=Emission+Charges+Zurich+Airport+Review+2003. In the absence of any of the above sources then the figure shall be that which Gatwick Airport Limited may reasonably determine.
- 1.1.6 'Flight' has the same meaning as in the Air Navigation (No.2) Order, 2000, as amended.
- 1.1.7 'Flight Classification' means classification within the following categories:
- 1.1.7.1 'Domestic Flight' means a flight where the airports of both take-off and landing are within the United Kingdom, Channel Islands or the Isle of Man (excluding off shore oil or gas rig) and there is no intermediate landing outside these areas.
- 1.1.7.2 'International Flight' means all flights other than Domestic Flights.
- 1.1.8 'GAL Emission Database' means the database maintained by Gatwick Airport Limited of Engine NOx Emission of aircraft operating at the airport covered by these Conditions of Use.
- 1.1.9 'General or Business Aviation' means any air traffic not falling into any of the following categories:
- scheduled air services;
 - non-scheduled air transport operations for hire or reward in the case of passenger air transport operations where the seating capacity of the aircraft used exceeds 10.
 - any traffic engaged on the Queen's Flight or on flights operated primarily for the purpose of the transport of Government Ministers or visiting Heads of State or dignitaries from abroad.

- 1.1.10 'International Departing Passenger' means any passenger whose final destination is a place outside the United Kingdom, Channel Islands or the Isle of Man. This definition will be applied in all cases for determining departing passenger charges notwithstanding that such a passenger may be travelling on a domestic flight as defined in paragraph 1.1.7.1 above.
- 1.1.11 'Jet aircraft' means an aircraft other than a helicopter having a turbo jet or turbo fan engine.
- 1.1.12 'Legislation' means
- 1.1.12.1 all Acts of Parliament; and
 - 1.1.12.2 all Statutory Instruments; and
 - 1.1.12.3 any regulations or directions made pursuant to such Acts of Parliament or Statutory Instrument; and
 - 1.1.12.4 all directly applicable EU Regulations; and
 - 1.1.12.5 all regulations and requirements of any competent authority in each case as the same are amended, re-enacted or otherwise in force from time to time.
- 1.1.13 'Maximum Take Off Weight' in relation to an aircraft means the maximum total weight of the aircraft and its contents at which the aircraft may take-off anywhere in the world in the most favourable circumstances in accordance with the Certificate of Airworthiness in force in respect of the aircraft.
- 1.1.14 'Non-Jet aircraft' means an aircraft which is not a jet aircraft.
- 1.1.15 'Operator' in relation to an aircraft means the person for the time being having the management of that aircraft.
- 1.1.16 'Passenger' means any persons carried on an aircraft with the exception of the flight crew and cabin staff operating the aircraft flight.
- 1.1.17 'Schedule of Charges' means the Schedule hereto set out in Part 6.
- 1.1.18 'Time of Landing' means the time recorded by National Air Traffic Services as the time of touch down of an aircraft.
- 1.1.19 'Time of Take off' means the time recorded by National Air Traffic Services as the time when the aircraft is airborne.
- 1.1.20 'Terminal Arriving Passenger' means any passenger aboard an aircraft at the time of landing other than a Transit Passenger.
- 1.1.21 'Terminal Departing Passenger' means any passenger aboard an aircraft at the time of take-off other than a Transit Passenger.
- 1.1.22 'Transit Passenger' means a passenger who arrives at the airport in an aircraft and departs from the airport in the same aircraft, where such an aircraft is operating a through flight transiting the airport, and includes a passenger in transit through the airport who has to depart

in a substituted aircraft because the aircraft on which the passenger arrived has been declared unserviceable.

1.1.23 'passenger charges' means the charges on passengers collected by the airlines/agents in the Schedules of Charges.

1.1.24 'UTC' means Universal Time (Co-ordinated)

1.2 Interpretation

1.2.1 Reference to a 'Certificate of Airworthiness' shall include any validation thereof and any flight manual or performance schedule relating to the aircraft.

1.2.2 References to 'Chief Executive Officer' of Gatwick Airport Limited shall include a nominated deputy.

1.2.3 Headings are for ease of reference only and shall not be taken into account in interpreting these Conditions of Use.

1.2.4 Words denoting the singular shall include the plural and vice versa and words denoting any gender shall include any other gender.

1.2.5 If any provision of these Conditions of Use is or becomes for whatever reason invalid illegal or unenforceable it shall be divisible from the remainder of these Conditions of Use and shall be deemed to be deleted from them and the validity of the remaining provisions of these Conditions of Use shall be not be affected in any way.

1.2.6 Gatwick Airport Limited has previously issued directives entitled Managing Director's Instructions (MDIs); these have been renamed Gatwick Airport Directives (GADs). The re-naming of each MDI will take place as that MDI comes up for review. MDIs remain in full force and effect until either rescinded or replaced by a GAD; it is the responsibility of each person or entity bound by these Conditions of Use to ensure that they are acquainted with the terms of relevant MDIs and GADs. In these Conditions of Use the terms MDI and GAD are used interchangeably.

2 Conditions

The use of the airport is subject to the following conditions:

2.1 General

Applicability of Conditions of Use

- 2.1.1 Gatwick Airport (the “airport”) is managed by Gatwick Airport Limited.
- 2.1.2 The use of any facilities at the airport whether airside or landside other than as a passenger constitutes acceptance of these Conditions of Use.
- 2.1.3 Gatwick Airport Limited may at its sole discretion vary amend or add to these Conditions of Use and any such variation amendment to addition may be promulgated by means of a GAD.

Compliance

- 2.1.4 Operators shall comply with the local flying restrictions and remarks published from time to time in the AD section of the United Kingdom AIP, NOTAMS and the current Air Navigation Order and Regulations.
- 2.1.5 Operators shall comply with instructions, orders or directions including Managing Director's Instructions and Gatwick Airport Directives published from time to time by Gatwick Airport Limited, which may supplement vary or discharge any of the terms and conditions of use set out herein.
- 2.1.6 Operators shall comply with, and shall ensure that their servants and agents comply with, all applicable Legislation in relation to their operations at the airport and their Aircraft's approach to and departure from the airport.

Insurance

- 2.1.7 The Operator shall take out and maintain passengers and third party liability insurance in respect of each of its Aircraft at the airport in at least the sum specified by the CAA (or if greater any other competent authority or such amount as Gatwick Airport Limited shall reasonably specify) in respect of any one event.

No Waiver

- 2.1.8 No failure or delay by Gatwick Airport Limited to exercise any right or remedy under these Conditions of Use will be construed or operate as a waiver of that right or remedy nor will any single or partial exercise of any right or remedy preclude the further exercise of that rights or as a waiver of a preceding or subsequent breach.
- 2.1.9 Any express waiver granted by Gatwick Airport Limited shall be construed strictly on its terms and shall not imply or require that any further or additional waiver will be given in respect of similar future matters.

Indemnity

- 2.1.10 The Operator shall indemnify and keep indemnified Gatwick Airport Limited against all costs losses damages demands expenses and claims arising as a direct or indirect result of any breach of these Conditions of Use or the requirements of any MDI or GAD.

Jurisdiction

2.1.11 These Conditions of Use, MDIs and GADs shall be governed by and construed according to the laws of England and Wales and the Company and the Operator irrevocably submits to the exclusive jurisdiction of the Courts of England and Wales in respect of any matter arising in respect of these Conditions of Use, and MDI, GAD or the Operator's use of the airport.

Wake Vortices

2.1.12 Operators shall be responsible for injury and damage to property sustained as a result of wake vortices generated by their Aircraft.

Liability

2.1.13 Neither Gatwick Airport Limited, nor its servants or agents shall be liable for the loss of or the damage to any 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 taking-off at the airport, arising or resulting directly or indirectly from any act, omission, neglect or default on the part of Gatwick Airport Limited or its servants or agents unless done with intent to cause damage or recklessly and with knowledge that damage would probably result.

2.1.14 In any event neither Gatwick Airport Limited nor its servants or agents shall be under any liability whatever for any indirect loss and/or expense (including loss of profit) suffered by an Operator.

2.1.15 Gatwick Airport Limited provides no warranty as to the continued use and operation of the airport and may at any time or from time to time at its sole discretion close or restrict access to the public to the airport or any part thereof without incurring any liability to the operator.

Conflict

2.1.16 In the event of any conflict between these Conditions of Use and the terms of a written contract between Gatwick Airport Limited and a third party then to the extent that the conflict is apparent on the face of the documentation the terms of such written contract shall prevail.

2.2 Operational

Slots

2.2.1 No Operator shall be permitted to operate to or from Gatwick Airport without first obtaining a slot from Airport Coordination Limited (ACL).

2.2.2 If in the opinion of Gatwick Airport Limited an Operator regularly or intentionally fails to adhere to an allocated slot (either arrival or departure) for reasons which are not beyond its control, then having first given the Operator an opportunity to make representations, Gatwick Airport Limited may adopt such measures as it deems appropriate to ensure that the Operator adheres to its allocated slots, such measures may include Gatwick Airport Limited prohibiting the Operator or particular services of the Operator from the airport for a fixed period of time.

Peak congestion

2.2.3 Any Operator of General or Business Aviation, or whole plane cargo services, who operates at Gatwick without the prior permission of Gatwick Airport Limited during such periods of peak

congestion, as have been notified by National Air Traffic Services in the United Kingdom AIP or a subsequent supplement, for the airport, may be prohibited by Gatwick Airport Limited from operating during such periods of peak congestion for a minimum period of 30 days, unless in the opinion of Gatwick Airport Limited the aircraft was required to land at the airport because of an emergency or other circumstance beyond the control of the Operator.

Use of Chapter 2 aircraft

- 2.2.4 Operators should note that civil subsonic jet aircraft with a take off mass of 34,000kg or more (or with more than 19 passenger seats) operating to the UK are required to be certificated as Chapter 3 or Chapter 4 in accordance with the Aeroplane Noise Regulations 1999. Aircraft not meeting this requirement are prohibited from operating to any UK airport unless granted an exemption by the UK Civil Aviation Authority (see www.caa.co.uk/erg/avpolicy).

Service and Ground handling

- 2.2.5 Airlines are required to either self handle (subject to limitations allowed under the 1996 EC Ground Handling Directive), or appoint third party Ground Handling Agents, to deliver operational performance in accordance with the minimum airline service standards defined in the current Service Standards MDI. These standards will be consulted on prior to implementation at the Airport Users Committee at Gatwick Airport.
- 2.2.6 In the circumstances of a diversionary aircraft arriving at Gatwick Airport, Airlines are required to adhere to the current Aircraft Diversions Procedures MDI to ensure passengers and aircraft are handled effectively. The MDI includes the charge payable should Gatwick Airport Limited be required to facilitate Handling of Aircraft.
- 2.2.7 There is a Passenger with Reduced Mobility (PRM) Service provided at Gatwick Airport. Please refer to the current PRM MDI and General Advice Notice for information regarding this service including the requirement for pre-notification by Airlines. Pricing current at the date of issue of these Conditions of Use is attached as an appendix.

Policing

- 2.2.8 Where a flight destination or carrier is identified as being at significant or high risk the Operator shall pay a charge as notified by the Chief Executive Officer equating to the cost of any policing cost additional to the services normally provided at the airport for carriers or destinations at lower levels of risk.

Noise supplements

- 2.2.9 At Gatwick, aircraft departures which infringe noise thresholds or aircraft of Operators that flagrantly or persistently fail to operate in accordance with Noise Preferential Routes (NPR's) prescribed for the airport, both as measured by the noise and track monitoring system operated by Gatwick Airport Limited, may be subject to supplemental charges promulgated in MDIs or GADs.

2.3 Payment

- 2.3.1 The Operator shall pay the appropriate charges for landing, taking-off and parking of an aircraft, as set out in the Schedule of Charges. The Operator shall also pay for any supplies, services or facilities provided to him or to the aircraft at the airport by or on behalf of Gatwick Airport Limited at the charges determined by Gatwick Airport Limited. All charges referred to

in this paragraph shall accrue on a daily basis and shall become due on the day they were incurred and shall be payable to Gatwick Airport Limited on demand and in any event before the aircraft departs from the airport unless otherwise agreed by Gatwick Airport Limited (which agreement may be withdrawn at any time at the discretion of Gatwick Airport Limited) or unless otherwise provided in the terms for payment included in the invoice for such charges.

- 2.3.2 Payments shall be made without deductions (including taxes or charges). If the applicable law requires any tax or charge to be deducted before payment the amount shall be increased so that the payment made will equal the amount due to Gatwick Airport Limited as if no such tax or charge had been imposed.
- 2.3.3 All sums payable to Gatwick Airport Limited are exclusive of VAT which shall, where applicable, be paid in addition at the rate in force at the relevant tax point.
- 2.3.4 All sums due which are not paid on the due date shall bear interest from day to day at the annual rate of the higher of 8%, or the sum of Bank of England base rate plus 3% margin, from the date when such sums were due until the date of payment (both dates inclusive).
- 2.3.5 All new aircraft Operators to Gatwick (being an Operator that has had no flying operation at the airport for the previous two consecutive seasons to the season being requested) are required to lodge a deposit equivalent to 3 months of operations by that aircraft Operator (based on anticipated numbers and type of flight planned). The deposit may be reviewed after 12 months at the written request of the aircraft Operator, and will be refunded at Gatwick Airport Limited's discretion. A formal explanation will be presented to the aircraft Operator in the event the deposit is still retained by Gatwick Airport Limited following the refund request. When the Operator ceases to operate any flights from the airport for more than two consecutive seasons the deposit will be refunded subject to the right of Gatwick Airport Limited (which is hereby reserved) to set off against any such deposit any appropriate charges that have not been settled in accordance with the above provisions. In exceptional cases the Airport Chief Financial Officer may at his/her discretion waive the requirement for the 3 month deposit.
- 2.3.6 In the event of an Airline currently operating at Gatwick failing to meet the terms of payment for Airport Charges such that the debt incurred exceeds £10k greater than 30 days overdue (at any point within the prior 3 months) then that Airline will be required to lodge a deposit with Gatwick Airport equivalent to a maximum of 3 months of operations by that aircraft Operator (based on anticipated numbers and types of flight planned). The Airport Chief Financial Officer may set the level of deposit required at his/her discretion up to the maximum 3 months value, and in exceptional circumstances may waive the deposit requirement.
- 2.3.7 Under the Civil Aviation Act 1982, Gatwick Airport Limited has the power to detain aircraft where default is made in the payment of airport charges. The power relates to aircraft in respect of which the charges were incurred (whether or not they were incurred by the person who is the Operator of the aircraft at the time the detention begins) or to any other aircraft of which the person in default is the Operator at the time the detention begins.
- 2.3.8 The Operator agrees that Gatwick Airport Limited shall be entitled to exercise the rights of detention set out at clause 2.3.7 above or pursuant to the Civil Aviation Act 1982.
- 2.3.9 In the event of:

- 2.3.9.1 the taking of any step in connection with any voluntary arrangement or any other compromise or arrangement for the benefit of any creditors of the Operator; or
- 2.3.9.2 the making of an application for an administration order or the making of an administration order in relation to the Operator; or
- 2.3.9.3 the giving of any notice of intention to appoint an administrator, or the filing at court of the prescribed documents in connection with the appointment of an administrator, or the appointment of an administrator, in any case in relation to the Operator; or
- 2.3.9.4 the appointment of a receiver or manager or an administrative receiver in relation to any property or income of the Operator; or
- 2.3.9.5 the commencement of a voluntary winding-up in respect of the Operator , except a winding-up for the purpose of amalgamation or reconstruction of a solvent company in respect of which a statutory declaration of solvency has been filed with the Registrar of Companies; or
- 2.3.9.6 the making of a petition for a winding-up order or a winding-up order in respect of the Operator; or
- 2.3.9.7 the striking-off of the Operator from the Register of Companies or the making of an application for the Operator to be struck-off; or
- 2.3.9.8 the Operator otherwise ceasing to exist;

or such any event or procedure analogous to the same happening in respect of the Operator in the jurisdiction governing the Operator's corporate affairs then any charges which are extant as at the date of such event or procedure shall be deemed to be in default for the purposes of Section 88 of the Civil Aviation Act 1982.

- 2.3.10 The Operator shall not, without the express written consent of Gatwick Airport Limited, be entitled in respect of any claim he may have against Gatwick Airport Limited or otherwise to make any set off against or deduction from the charges provided for in these Conditions. He must pay such charges in full pending resolution of any such claim.
- 2.3.11 All charges not falling within clause 2.3.1 above shall be payable within 14 days of service of an invoice. Gatwick Airport Limited shall provide seven days' notice of any intention to withdraw credit facilities but these may be withdrawn immediately upon notice if Gatwick Airport Limited is of the opinion that any act of insolvency (including but not limited to those set out at clause 2.3.9 above) has or is about to take place in relation to an Operator.
- 2.3.12 Any queries relating to invoices should be raised with Gatwick Airport Limited's Credit Control Department within 10 days of the invoice date. Relevant contact numbers are shown on our invoices and statements.

2.4 Data

2.4.1 Data requirements are set out in the following sub clauses of this clause 2.4 . Gatwick Airport Limited shall be entitled to publish any such information for the purpose of comparing the Operator's on time performance and arrivals baggage performance in such format as it may from time to time determine):

Reference data

2.4.2 The Operator shall, or shall ensure that its appointed handling agent, furnish on demand, in such form as Gatwick Airport Limited may from time to time determine:

- fleet details including Maximum Take Off Weight (MTOW in kilograms as per paragraph 1.1.13 above), noise characteristics of each aircraft owned or operated by the Operator (see paragraph 3.1.1 to 3.1.12 below) and engine specifications and associated NOx levels (see paragraph 1.1.1, 1.1.5, 1.1.8)
- new and amended ownership or registration details to be advised before the 20th of the month preceding first usage
- scheduled time of operation (in UTC) of all flights from point of origin to Gatwick Airport with flight durations greater than 4 hours
- flight plan call signs matched to flight number

This data will be used to determine the level of charges due pursuant to clause 3 below. If an operator believes that any charges have been demanded in error it shall notify Gatwick Airport Limited no later than three months after the date of the invoice making the relevant charge. No investigation into alleged erroneous charging may be made in respect of late claims.

Payload data

2.4.3 The Operator shall, or shall ensure that its appointed handling agent, furnish on demand, in such form as Gatwick Airport Limited may from time to time determine:

- information relating to the movement of its aircraft or aircraft handled by the agent at the airport within 24 hours of each of those movements. This will include the information about the total number of terminal and transit passengers (including children and infants) and the total weight of cargo and mail (expressed in Kilograms) embarked and disembarked at the airport,
- details of the Maximum Take Off Weight (see paragraph 1.1.13) in respect of each aircraft owned or operated by the Operator.
- details of the engine NOx emissions (see paragraph 1.1.5) in respect of each aircraft owned by the Operator.
- with the name and postal address, phone and fax numbers, IATA/ICAO prefix and SITA address of the Operator who is to be invoiced.

Operational data

2.4.4 The Operator shall also provide or ensure that its handling agent provides to Gatwick Airport Limited details of all aircraft operations by the timely transmission of complete and accurate operational data preferably by automatic electronic means using (and conforming to) IATA messaging and communications standards.

2.4.5 The required operational data includes:

- aircraft registration (including aircraft substitutions)
- variations to schedule (including flight number, aircraft type, route and scheduled time of operation)
- estimated times of operation
- actual times of arrival (on runway)
- actual times on and off stand and time of ATC clearance to start engines and push back
- stand departure delays greater than 15 minutes including complete delay codes
- turnaround linked flight numbers and registrations (including changes)

2.4.6 The following data is also required:

- advance passenger details – forward booking information
- baggage information messages (BIM's): BTM, BSM, BPM, BUM, BNS, BCM
- misconnected baggage information – MSF world tracer report

2.4.7 The following standard IATA messages should be used:

MV T	AIRCRAFT MOVEMENT MESSAGE	IATA AHM	780 (NI, ED, AD, AA)
LD M	LOAD MESSAGE	IATA AHM	583
SLS	STATISTICAL LOAD SUMMARY	IATA AHM	588
DIV	AIRCRAFT DIVERSION MESSAGE	IATA AHM	781
AS M	ADHOC SCHEDULED MESSAGE PROC	IATA AHM	785 CHAPTER 5 (CNL)
PS M	PASSENGER SERVICE MESSAGE	IATA RP	1715
PT M	PASSENGER TRANSFER MESSAGE	IATA RP	1718
BS M	BAGGAGE SERVICE MESSAGE	IATA RP	1745
MS F	WORLD TRACER FAULT STATION LOG		

2.4.8 Gatwick Airport Limited IT systems recognise and strictly apply the following IATA standards and any other codes will not be accepted:

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

2.4.9 Messages to be sent as follows:

Address LGWPA7X	MVT, LDM, SLS, DIV,ASM
Address LGWPA7X	PTM, MSE, PSM and forward booking information
SITA MDS (Message	all Baggage Information Messages (BIM's)

Distribution Service)	
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Data verification

2.4.10 Gatwick Airport Limited may request, within 60 days of departure, 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 and extracts from aircraft flight manuals to enable verification of aircraft weight, noise characteristics and the engine NOx emissions level. The Operator shall, following a request in writing made by Gatwick Airport Limited, supply it with the original copies of such documents.

2.4.11 Where the Operator, or its handling agent, fails to provide the information required in paragraph 2.4.3 (payload data) within the period stipulated herein Gatwick Airport Limited shall be entitled to assess the charges payable hereunder by the Operator by reference to the maximum passenger capacity of the aircraft, the Maximum Take Off Weight (see paragraph 1.1.13) and the maximum NOx emissions level (see paragraphs 1.1.1, 1.1.5 and 1.1.8), of the aircraft type.

Data delivery

2.4.12 Queries regarding data delivery should be addressed to:

Email: traffic.charging@gatwickairport.com

3 Airport Charges

3.1 Charge on Landing

- 3.1.1 The relevant charges for the landing and the subsequent take-off of aircraft as set out in the Schedule of Charges are payable.
- 3.1.2 The charge on landing will be assessed and payable on the basis of the Maximum Take Off Weight (see paragraph 1.1.13) each as recorded by Gatwick Airport Ltd on 1 April of each year and the aircraft noise certification standard.

Base charge on landing - Chapter 3 and non - aircraft

- 3.1.3 The Chapter 3 base charges on landing as set out in the Schedule of Charges, will apply to aircraft over 16 metric tonnes, which meet the noise certification standards of ICAO Annex 16 Chapter 3. When applying for these base charges, documents attesting that the aircraft complies with Chapter 3 noise certification standards must be produced. If they are not, the aircraft may be treated as a Chapter 2 aircraft for charging purposes.
- 3.1.4 Non aircraft and all aircraft not exceeding 16 metric tonnes will automatically qualify for the Chapter 3 base charges and therefore no application need be made under paragraph 3.1.3.

Non Chapter 2 aircraft and non certificated aircraft

- 3.1.5 The Chapter 3 base charge on landing, calculated in accordance with the Schedule of Charges, will be increased to three times for aircraft failing to meet Chapter 3 noise certification standards as a minimum or any non certificated aircraft.
- 3.1.6 Relevant documentation, should be sent to:

Head of Finance Operations
 Gatwick Airport Limited
 5th Floor, Destinations Place,
 Gatwick Airport,
 West Sussex, RH6 0NP

Chapter 3 high charge

- 3.1.7 Aircraft deemed to be Chapter 3 high aircraft in accordance with the provisions of Condition 3.1.8 will be subject to a charge on landing of 150% of the Chapter 3 base charge, unless the Operator of the aircraft can provide to Gatwick Airport Limited satisfactory noise certification data which demonstrates that the aircraft noise performance is 5 or more EPNdB below Chapter 3 certification limits prescribed in Volume 1, Part II, Chapter 3 of Annex 16 to the Convention on International Civil Aviation based on the arithmetic sum of the differences between certificated levels and the Chapter 3 noise limits at the approach, lateral and flyover points.
- 3.1.8 Chapter 3 aircraft of the following types will be deemed Chapter 3 high:

AN124	BAC1-11	Boeing 707/720B
Boeing 727-100/200	Boeing 737-200	Boeing 747-100/200/300/SP
Douglas DC-8/50/62/63	Douglas DC-9/30/40/50	Douglas DC10-10

Fokker F28	IL-62M	IL- 86
TU-134A	TU-154M	YAK-42

3.1.9 Gatwick Airport Limited will use its discretion in levying this charge pending submission of any certification data as outlined in paragraph 3.1.7 and, if an aircraft qualifies for the Chapter 3 base charge, consideration of retrospective claims for the lower charge.

Chapter 3 minus

3.1.10 This charge will apply to those jet and non-jet aircraft in excess of 16 metric tonnes which, on BOTH ARRIVAL AND DEPARTURE, have a Quota Count of 0.25, 0.5 or 1, or are exempt, as described under Section 3 of the London/Gatwick Noise Restriction Notice, currently published as a supplement to the UK AIP by the Civil Aviation Authority on behalf of the Department for Transport.

3.1.11 The above supplement is revised twice a year, and until an aircraft type is included in the supplement, Gatwick Airport Limited will use its own discretion in classifying the Quota Count of that aircraft type. In the event of this happening, no subsequent retrospective claim for a lower charge on landing will be considered by Gatwick Airport Limited.

Chapter 4 charge

3.1.12 This charge will apply to those jet and non-jet aircraft in excess of 16 metric tonnes which

3.1.12.1 were first put into service on or after 1 January 2006 and meet the noise certification standards of ICAO Annex 16 Chapter 4. Documents attesting that the aircraft complies with Chapter 4 noise certification standards must be provided to Gatwick Airport Limited, or

3.1.12.2 can demonstrate that they meet the noise certification standards of ICAO Annex 16 Chapter 4. Documents showing the noise certification values for sideline, flyover and approach, attesting that the aircraft complies with Chapter 4 noise certification standards must be provided to Gatwick Airport Limited.

Emissions charge

3.1.13 An additional NOx emissions charge applies to all aircraft over 8,618kg based on the aircraft ascertained Nox emission. See the Gatwick Schedule of Charges.

Air Navigation Services charge

3.1.14 There is no separate charge for Air Navigation Services (ANS).

3.2 Charge on Departing Passengers

3.2.1 The relevant charges payable by an airline per Departing Passengers are set out in the Schedule of Charges.

Arrivals / departures from remote stands

- 3.2.2 Where a flight arrives or departs from a stand which is a designated remote stand (see paragraph 1.1.4), a rebate to the charge of Terminal Departing Passenger will be allowed as set out in the Schedule of Charges, based on the number of Terminal Arriving Passengers and Terminal Departing Passengers using remote stands. Such rebate will not apply:
- 3.2.2.1 to the extent that it reduces the charges on departing passengers to below the level of the relevant minimum charge on departure set out in the Schedule of Charges.; or
 - 3.2.2.2 where a remote stand has been requested by an Operator rather than being required by Gatwick Airport Limited for operational or pier segregation reasons.

Security Charge

- 3.2.3 There is no separate charge for security.

3.3 Aircraft Parking Charges

- 3.3.1 The relevant charges for aircraft parking as set out in the Schedule of Charges are payable.
- 3.3.2 The charges for parking of aircraft at the airport will be assessed and payable on the basis of the Maximum Take Off Weight (see paragraph 1.1.13) as recorded by Gatwick Airport Limited on 1st April of each year.
- 3.3.3 Parking charges will be based on the total number of quarter hours or part thereof that an aircraft has been parked on areas designated as airport company parking areas.
- 3.3.4 These charges will apply whether the aircraft is secured to the ground or to a structure on the airport or is left on the ground unsecured.
- 3.3.5 A peak charge will apply to an aircraft which occupies a pier served stand between 0600 UTC (GMT) and 1159 UTC (GMT) from 1st April to 31st October. During this period of time each minute will count as three minutes for the purpose of the calculation of parking charges.
- 3.3.6 Parking charges will accrue immediately after landing subject, at the discretion of Gatwick Airport Limited, to a taxi time allowance of 8 minutes.
- 3.3.7 Parking is free between the hours of 2230 and 0459 UTC (GMT) from 1st April to 31st March.
- 3.3.8 The Chief Executive Officer of the airport has discretion to decide in the light of particular circumstances at the airport to abate or waive the charges set out in the Schedule of Charges in relation to the parking of aircraft at certain times and periods or on certain parts of the airport. In this event, the Chief Financial Officer will supply the details of the terms and conditions of the abatement or waiver of the charges on the request of any Operator who parks aircraft at the airport and the Operator may apply to the Chief Financial Officer for these terms and conditions.
- 3.3.9 The Chief Executive Officer of Gatwick Airport Limited may at any time order an aircraft Operator either to move a parked aircraft to another position or remove it from the airport. Failure to comply with the order within the period specified in it will render the Operator liable

to a special charge, equivalent to eight times the standard parking charges set out in the Schedule of Charges, for every hour or part of an hour during which the aircraft remains in position after the period specified in the order has expired.

- 3.3.10 No abatement or waiver of the parking charges will be granted except in accordance with the terms of paragraph 3.3.8 above and paragraph 4.3.1.

3.4 Minimum Charge on Departure

- 3.4.1 There is a minimum charge on departure for all flights at Gatwick Airport as set out in the Schedule of Charges.

3.5 Specified Airport Charges

- 3.5.1 Operators shall pay charges for Utilities, FEGP, Bus and Coach services, Check in and Baggage services, Staff Car Parking, ID pass and Airside Vehicle licensing at the rates set out in the relevant appendices.

- 3.5.2 Operators shall pay charges in relation to PRM services at the rates set out in the PRM appendix and the Chief Executive Officer reserves the right to make such changes to these rates as he thinks fit, which will be promulgated by issue of a GAD.

- 3.5.3 There is a charge payable to SITA Information Services related to use of the Common User Terminal Equipment (CUTE) and the Baggage Reconciliation System (BRS). Details of these charges are available from Gatwick AOC as follows:

CUTE –	Simon Elliott, AOC Executive Tel.: 07817 713488
BRS –	Ian Envis, AOC Executive Tel.: 07785 231936

- 3.5.4 The recovery of check-in and baggage expenditure will be reviewed during the year together with the take-up of check-in solutions, and prices may be adjusted part way through 2011/12 as appropriate.
- 3.5.5 Airlines using check-in solutions other than traditional desks must submit actual uptake figures for each check in method on a monthly basis.
- 3.5.6 Details of the take-up of each check-in solution should be submitted on a monthly basis to: airline.data@gatwickairport.com. The data should be submitted by the 15th of the following month (i.e. April check-in data should be submitted by 15th May).
- 3.5.7 At the end of each quarter there will be a reconciliation exercise, which will calculate the actual average per passenger charge for each airline based on the take-up of the different check in methods. A balancing invoice or credit note in respect of the check-in and baggage charges will be issued where there is a variance from the original forecast.
- 3.5.8 Gatwick Airport Limited reserves the right to audit the supplied figures to ensure that each airline pays a fair proportion of the charges, and will check the data submitted against internally held information.
- 3.5.9 If the actual take-up of each check-in solution is not received at the appropriate time, the airline will be billed on an assumption of 100% traditional check in method.

- 3.5.10 Airlines can choose a Bronze, Silver or Gold category service level, which delivers a range in the queuing standards the airlines can expect to achieve for their passengers and which will apply to all passenger classes and check-in products.

The queuing standards are as follows:

Gold =	10 minute Q standard
Silver =	15 minute Q standard
Bronze =	20 minute Q standard

- 3.5.11 New airlines to Gatwick Airport will be required to identify their preferred category prior to commencing operations and whether they intend to provide any transfer or new check-in solution services. In the absence of notification, the charging will default to the Silver category, with an assumption of 100% traditional check-in.
- 3.5.12 In relation to current airlines, changes to category may be requested in February or September each year to coincide with the respective summer and winter seasonal planning process (and may be dependent on capacity constraints).

All such requests should be made to Nathan Smithfield, Gatwick Airport Limited
(email nathan.smithfield@gatwickairport.com)

4 Rebates

4.1 Training Flights

4.1.1 The Chief Executive Officer of Gatwick Airport Limited has discretion to negotiate agreements at special rates for flying training programmes to be carried out at the airport.

4.1.2 The Chief Executive Officer may determine special rates for programmes of test and training flights by helicopters.

4.2 Positioning Flights

4.2.1 The Chief Executive Officer of the airport has discretion to grant a 100% rebate of the charge on landing of aircraft positioning empty for public transport flights. For this purpose, a public flight shall be any flight operated for hire or reward by an aircraft with a Maximum Take Off Weight (see paragraph 1.1.13) in excess of 16 metric tonnes or such a flight by a smaller aircraft, where carriage is offered to the public on a regular basis according to a published timetable. This rebate will not be granted on flights resulting from a diversion because of bad weather.

4.2.2 Prior written application for permission to make the flight and for the grant of the rebate must be made to the Chief Financial Officer.

4.3 Other Rebates

4.3.1 The Chief Executive Officer of Gatwick Airport Limited has the discretion to abate or waive landing, departing passenger or parking charges for any specified category of traffic and/or when they consider it is in the interest of Gatwick Airport Limited to encourage the development of traffic at the airport.

5 Contacts

5.1 General

Registered name and address:

Gatwick Airport Limited
5th Floor
Destinations Place
South Terminal
West Sussex RH6 0NP
United Kingdom

General enquiries: +44 (0) 844 335 1802

Website: www.gatwickairport.com

5.2 Charging

Lola Ibironke (lola.ibironke@gatwickairport.com)
01293 501214

5.3 General Operational

5.3.1 For questions relating to the Bus & coach operation:

Jeremy Bennett (jeremy.bennett@gatwickairport.com)
07802 931 877

5.3.2 For questions relating to Check-in & Baggage:

Bronwen Jones (bronwen.jones@gatwickairport.com)
07792 232251

5.3.3 Schemes to encourage alternative modes of transport:

Tom Hall (tom.hall@gatwickairport.com)
01293 501 369

5.3.4 For questions relating to Staff ID Passes:

Maria Mayhew (maria.mayhew@gatwickairport.com)
01293 504 363

5.3.5 Electricity, Water and Sewerage and Gas

Martin Bilton (martin.bilton@gatwickairport.com)
01293 503 045

5.3.6 Fixed Electric Ground Power

Keith Robson (keith.robson@gatwickairport.com)
07775 78 8906

5.3.7 Staff Car Parking

Dianne Reynolds (dianne.reynolds@gatwickairport.com)
01293 501 119

5.3.8 Airside Licences

Rebecca Rawlings (rebecca.rawlings@gatwickairport.com)
01293 504 086

5.4 PRM

5.4.1 Assistance for passengers:

South Terminal Landside - Internal: 507618	(External Contact : 01293 507618)
South Terminal Airside - Internal: 695599	(External Contact : 01293 505599)
North Terminal Landside - Internal: 692007	(External Contact : 01293 502007)
North Terminal Airside - Internal: 697502	(External Contact : 01293 507502)

5.4.2 Operational matters

1 st Contact - Duty Managers 07525 735 493)	([] PRM Duty Manager -
1 st escalation - Wayne Tomlinson 437)	([] PRM Manager - 07738 918
2 nd escalation – Nikki Rickerby 434906)	([General Manager – 07770
3 rd escalation – GMC Leaders	(gmc.leaders@gatwickairport.com)	

5.5 Data Delivery

traffic.charging@gatwickairport.com

5.6 AOC

Ian Envis (envistribe@msn.com)
07785 231 936

5.7 Passenger Feedback

Jamie Moore (jamie.moore@gatwickairport.com)
01293 503009

5.8 Environmental

Tom Denton (tom.denton@gatwickairport.com)
01293 504888

6 Gatwick – Schedule of Airport Charges effective from the 1st of April 2011

		2011/12 charges GBP
Charges on landing		
Peak (per landing)		
	Chapter 2 and non certificated	4,769.56
	Chapter 3 high	2,384.78
	Chapter 3 base	1,589.85
	Chapter 3 minus Chapter 4	1,430.87
		1,351.37
Summer Off-peak (per landing)		
	Less than 16 metric tonnes	462.54
	Less than 50 metric tonnes	
	Chapter 3 high	693.81
	Chapter 3 base	462.54
	Chapter 3 minus Chapter 4	416.29
		393.16
	Greater than 50 metric tonnes	
	Chapter 2 and non certificated	1,565.49
	Chapter 3 high	782.74
	Chapter 3 base	521.83
	Chapter 3 minus Chapter 4	469.65
		443.55
Winter Off-peak (per landing)		
	Less than 16 metric tonnes	462.54
	Less than 50 metric tonnes	
	Chapter 3 high	693.81
	Chapter 3 base	0.00
	Chapter 3 minus Chapter 4	0.00
		0.00
	Greater than 50 metric tonnes	
	Chapter 2 and non certificated	1,565.49
	Chapter 3 high	782.74
	Chapter 3 base	0.00
	Chapter 3 minus Chapter 4	0.00
		0.00
	Emissions charge (per kg of Nox)	4.52

Charge on departing passengers	
Domestic	7.35
International	11.21
Irish Republic	9.03
Remote stand rebate (departing or arriving)	-2.52
Minimum Charge for departure (per take-off)	200.00

Aircraft parking charges	
Fixed charge per 15 minutes	4.82
Variable charge per tonne per 15 minutes	0.075
Peak period multiplier	3

Peak Period 0600 – 1159 UTC (GMT) and 1700 – 1859 UTC (GMT), 1st April to 31st October.

Summer Off Peak - 1st April to 31st October, all times other than those designated as peak.

Winter - 1st of November to March 31st

Appendix I – Utility Pricing

The following prices are effective from the 1st of April 2011:

Electricity:	13.59 pence per KWh
Water:	£1.71 per cubic metre
Gas:	70.92 pence per Therm
Fixed Electrical Ground Power (FEGP):	£14.04 per hour

Appendix II – Bus and Coach Pricing

The following prices are effective from the 1st of April 2011:

Scheduled buses: £5.08 per movement

Charter coaches: £14.10 per movement

Discounts to the charter coach rate are available via pre paid booklets.

Appendix III – Check-In and Baggage Charges

The following prices are effective from 1st of April 2011:

<u>Check-In Mode</u>	Price April, May, June & July 2011 per departing passenger	Price August 2011-March 2012 per departing passenger
Traditional		
Gold	£2.21	£2.76
Silver	£1.51	£1.89
Bronze	£0.83	£1.04
New Solutions		
CUSS	£0.70	£0.84
Airline Bespoke	£0.67	£0.80
Transfer PAX	£0.67	£0.80
Internet Check-in	£0.59	£0.71
Day Before Check-in	£0.50	£0.60

Definitions of Check-In Method

<u>Number</u>	<u>Check-in Mode</u>	<u>Definition</u>
1.0	Interlining Transfer with hold baggage	A passenger who has originated from the Flight Connections facility i.e. has not passed through the landside / airside security facilities.
1.1	Interlining Transfer without hold baggage	As per 1.0 but with no interlining hold baggage.
2.0	Day Before with hold baggage	A passenger departing on a flight scheduled to depart between 0600-1200hrs who has completed their check-in and baggage check between 1200-2359hrs on the day before scheduled departure or before 0300hrs on the day of scheduled departure.
2.1	Day Before without hold baggage	A passenger flying without any hold baggage who is departing on a flight scheduled to depart between 0600-1200hrs and has completed their passenger check-in using the Traditional mode (i.e. as per 6.1 below) between 1200-2359hrs on the day before scheduled departure or before 0300hrs on the day of scheduled departure.
3.0	Bespoke Self Service with hold baggage	An originating passenger with hold baggage to check-in who has generated their boarding pass using one of the conveying airline's self service check-in kiosks that is located remotely from the associated bag drop facility.
3.1	Bespoke Self Service without hold baggage	As per 3.0 but with no hold baggage to check-in.

4.0	Common User Self Service with hold baggage	An originating passenger with hold baggage to check-in who has generated their boarding pass using one of Gatwick Airport Limited's common (CUSS) self service check-in kiosks that is located remotely from the associated bag drop facility.
4.1	Common User Self Service without hold baggage	As per 4.0 but with no hold baggage to check-in.
5.0	Internet and Mobile phone check-in with hold baggage	An originating passenger with hold baggage to check-in who has generated their boarding pass online using the internet which can be validated by Gatwick Airport's ICISS (Internet Check in Scanning System) system. The boarding pass must be printed by the passenger at home or at a remote internet terminal or as a 2D barcode on their mobile phone and away from a traditional CI desk.
5.1	Internet and Mobile phone check-in without hold baggage	As per 5.0 but with no hold baggage to check-in.
6.0	Traditional with hold baggage	An originating passenger with hold baggage to check in who does not use any of the other modes.
6.1	Traditional without hold baggage	An originating passenger without any hold baggage to check in who does not use any of the other modes.

Note : If a passenger with hold baggage meets the criteria laid down in mode 2.0 then they will be invoiced as such regardless of whether they have checked in using modes 3.0, 4.0 or 5.0.

Appendix IV – Staff Car Parking, Airside Operators Licence and Staff ID

The following prices are effective from the 1st of April 2011:

Staff Car Parking: £564 per annum (including £10 transport levy)

Airside Operators Licence: £640 per licence for two year period

Staff ID Passes:

Staff ID Passes Pricing	1st of April 2011	Notes
<u>Restricted Zone Permanent Passes</u>		
RZ Pass Issue & Pass Vetting	£122	Charged on Application
RZ Pass Issue & Pass Vetting including one re-submission	£184	Re-submission following avoidable error with original submission
RZ Pass Issue & Pass Vetting including two re-submissions	£245	Re-submission following avoidable error with original submission
RZ Pass Issue only	£61	TUPE, Change of Details
RZ Pass Re-issue	£61	TUPE, Change of Details, 5Yr Re-Issue
RZ Pass – Lost/Stolen Replacement	£61	
RZ Damaged Pass	£122	Use of Pass for any other purpose than for which it was issued
<u>Restricted Zone Temporary Passes</u>		
RZ 30 Day Escorted Pass Issue & 5 Year Vetting	£46	Charged on Application
RZ 30 Day Escorted Pass Issue & 12 Months Vetting	£107	Charged on Application
RZ 1-5 Days Escorted Pass Issue	£25	
RZ Pass – Lost/Stolen Replacement	£46	
<u>Landside & Controlled Area Passes</u>		
Landside & Controlled Area Pass Issue	£61	Charged on Application
Landside & Controlled Area Pass Re-issue	£61	
Landside & Controlled Area – Lost/Stolen Replacement	£61	
<u>Vehicle Passes</u>		
Permanent Vehicle Permit	£37.80	
Limited Duration Vehicle Permit (max 24 hours)	£10	Maximum of 5 consecutive days

Charges for Un-Surrendered Passes		
Un-Surrendered RZ & Landside	£76.80	After 60 Days
Un-Surrendered RZ 30 Day Escorted	£76.80	After 60 Days
Un-Surrendered RZ 1-5 Day Escorted	£76.80	After 60 Days

Appendix V – PRM

The following prices are effective from the 1st of April 2011:

PRM pricing is:

30p per departing passenger in respect of whom no pre-notification has been received

21.5p per departing passenger in respect of whom pre-notification of more than 24 hours has been received

but is subject to change.

Specified Pricing Consultation Process

The 2011/12 specified charges have been consulted on with Airline and Non-Airline organisations operating at Gatwick, detail of the consultation process can be provided on request.

For any questions relating to the consultation process or the level of charges referred to in Appendices I – VI above, please contact:

Lola Ibrinke (lola.ibronke@gatwickairport.com)
Finance Business Partner for Charges
Telephone: 01293 501 214