

**Fee schedule**  
**of Flughafen Dortmund GmbH**  
**for the commercial airport**  
**Dortmund**

**Valid from 01/04/2019**

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**Fee schedule**  
**of Flughafen Dortmund GmbH**  
**for the commercial airport**  
**Dortmund**

**Valid from 01/04/2019**

**Part A Fees subject to approval under §19b LuftVG**

**I. I. General terms and conditions**

Flughafen Dortmund GmbH (FDG GmbH) charges the airport fees in this fee schedule subject to the following general terms and conditions. Deviating terms and conditions do not apply, even if FDG GmbH has not objected to them.

1. The following are debtors for all fees according to this fee schedule:
  - a) the airline under whose airline code/flight number the respective flight is made;
  - b) the airlines under whose airline code/flight number the respective flight is carried out (code-sharing),
  - c) the aircraft operator,
  - d) the natural or legal person who uses the aircraft without being a keeper or owner, such as renter or lessee.
  
2. Airport fees are payable in EUR before take-off. Invoicing and payment will be immediate in these cases.

Upon request, an agreement can be reached with the debtor that the airport fees will be invoiced at fixed intervals if the following conditions are met:

  - Bank transfers of reasonable advance payments on the airport fees incurred
  - Appropriate credit security is provided – in particular, direct liability or deposit. The credit security is sufficient if it covers the fees to be paid by the debtor to an appropriate extent.

In these cases, invoicing takes place on a monthly basis. Invoices are to be paid immediately after receipt of invoice in EUR. Cash discounts are not granted.

In case of default of payment, the assertion of interest rates shall be reserved in a reasonable amount. The right of the debtor to a repayment arrangement is excluded. Offsetting with claims that are not recognised or or legally established is excluded. Complaints can only be considered within a period of 4 weeks from the invoice date.

If there is a delay in payment, aircraft handling may be interrupted or completely refused.

3. All fees are subject to the Value Added Tax Act pursuant to § 10 para. 1. The debtor therefore has to pay the VAT in addition, unless there is an exemption according to the VAT Act.
4. The current version of the Airport Use Regulations for Dortmund Airport is an integral part of these terms and conditions.
5. The general terms and conditions and contractual relationships based thereon are subject to the law of the Federal Republic of Germany.

The place of performance and place of jurisdiction for all services, in particular the payment obligations of the contracting party, is Dortmund.

In the event of a dispute, the German version of these provisions takes precedence over the English translation.

Changes and additions to this list are reserved.

If any provision of these terms and conditions does not comply with the statutory provisions, this provision shall be replaced by a provision permitted by law which comes closest to the will resulting from the invalid provision. The validity of the remaining provisions remains unaffected.

## **II. Arrival and departure fees**

### **1. Arrival fees**

For the use of services and facilities for air traffic control by aircraft, a fee (arrival fee) is payable to the airport operator for arrival and departure at Dortmund airport. Entry into the CTR or an arrival in connection with a landing constitutes use. The calculation unit is the arrival or the landing.

#### **1.1 Arrival fee calculation**

The arrival fee is based on the maximum take-off mass of the aircraft (MTOM) recorded in the registration certificate.

The MTOM of an aircraft is evidenced by the "Airplane Flight Manual" (AFM) Basic Manual Section for Weight Limitations. Until these documents are submitted, the highest known MTOM of this type of aircraft will be used. Retroactive refunds will not be made. An change to the MTOM according to the AFM will only be accepted if the change has been communicated at least four months before the beginning of a flight scheduling period.

#### **1.2 Arrival fee amounts**

The fee is  
per started 1,000 kg of maximum take-off mass                      3.50 EUR.

### **2. Departure fees**

A departure fee is payable to the airport operator for every departure of an aircraft from Dortmund Airport.

#### **2.1 Departure fee calculation non-scheduled flights**

The departure fee is measured independently of the respective application criteria according to the MTOM. The MTOM of an aircraft is evidenced by the "Airplane Flight Manual" (AFM) Basic Manual Section for Weight Limitations. Until these documents are submitted, the highest known MTOM of this type of aircraft will be used. Retroactive refunds will not be made. Any change to the MTOM according to the AFM will only be accepted if the change has been communicated at least four months before the beginning of a flight scheduling period.

2.1.1 Departure fee amount

a) The fee for motorised aircraft with maximum take-off mass up to 2,000 kg per departure

for aircraft,	which comply with the increased sound insulation requirements of NfL I-134/99	which can demonstrate proof of noise protection but do not comply with NfL I-134/99	which cannot demonstrate proof of noise protection
	EUR	EUR	EUR
up to 1,000 kg	9.46	15.50	22.39
from 1,001 kg to 1,200 kg	11.60	18.98	27.40
from 1,201 kg to 1,400 kg	18.95	31.03	44.80
from 1,401 kg to 2,000 kg	28.00	45.81	66.18

b) The fee for motorised aircraft with a maximum take-off mass over 2,000 kg

for aircraft			
with approval according to ICAO Annex 16			without approval according to ICAO Annex 16
which meet the conditions of ICAO Annex 16, chapter 3 or 4 and are included in the bonus list	which meet the conditions of ICAO Annex 16, chapter 3, and are not included in the the bonus list	which meet the conditions of ICAO Annex 16, chapter 2	
EUR per started 1,000 kg maximum take-off mass			
EUR	EUR	EUR	EUR
26.40	33.00	66.00	132.00

Jet turbine aircraft or other propulsion aircraft comply with the requirements of ICAO Annex 16, chapters 2 and 3 or chapters 5, 6, 8, 10 or LSL chapters II and III, V, VI, X, provided that they have certification documents that demonstrate, on a case-by-case basis, approval by a authority or comparable documentation of the manufacturer that demonstrates, on a case-by-case basis, that the noise limit values permitted in the above-mentioned chapters are not exceeded (NfL I-134/99). For the calculation of fees, the actual submission of a complete proof of compliance, verifiable by the airport operator, with the above conditions by the aircraft operator before take-off is decisive. If no proof is provided, the fees for aircraft classified in category "chapter 3" are calculated on the basis of the category "chapter 2" and further on the basis of "without approval according to ICAO Annex 16 or LSL". Retroactive refunds will not be made. The bonus regulation only applies to aircraft which comply with the conditions of ICAO Annex 16, chapter 3 or 4 and are included in the bonus list of the BMVBW (most recently NfL I-83/03) in the currently valid version.

For aircraft not used in commercial passenger traffic (private transport), the fees mentioned in 2.1.1 b) will be reduced by 35%. Private transport refers to the transport of persons and goods in their own business interests and not on behalf of third parties against payment.

#### 2.1.2 Training and instruction flights

For training and instruction flights, the fees specified in 1 and 2.1 will be reduced in accordance with the maximum take-off mass

- up to 3,000 kg      by 25%, for stationary aircraft by 35%.
- over 3,000 kg      by 45%, for stationary aircraft by 45%.

- Training flights are flights in which a civilian student pilot, in the context of their training at an approved training company (aviation school), learns skills necessary to obtain a Civil Aviation Certificate or Entitlement as defined by the Aviation Personnel Testing Regulations.

- Instructional flights are flights for the purpose of aeronautical and technical training of civilian pilots; the pilots to be instructed must be in possession of the license required for the type of aircraft used; the instructor must be on board the aircraft used.

#### 2.2. Departure fee calculation for scheduled flights

The departure fee is based on the number of passengers on board the aircraft at departure.

### 2.2.3 Departure fee amount

The departure fee, subject to the minimum fee according to 2.2.4 per passenger, is subject to the following conditions:

	<b>Category 1</b>
<b>Total number of passengers carried per calendar year</b>	<b>Aircraft size more than 120 seats</b>
	EUR
more than 1,000,000	1.50
more than 500,000	2.20
250,001 to 500,000	4.40
100,001 to 250,000	7.50
50,001 to 100,000	11.50
0 to 50,000	18.00

	<b>Category 2</b>
<b>Total number of passengers carried per calendar year</b>	<b>Aircraft size up to a maximum of 120 seats</b>
	EUR
more than 100,000	4.40
50,001 to 100,000	7.70
0 to 50,000	15.40

	<b>Category 3</b>
<b>Total number of passengers carried per calendar year</b>	<b>Aircraft size up to a maximum of 50 seats</b>
	EUR
more than 50,000	6.60
25,001 to 50,000	9.90
0 to 25,000	16.50

If an airline does not service Dortmund Airport over the course of a full calendar year, the volume limits to be achieved are proportionate.

If an airline uses aircraft of different categories in a calendar year, the number of passengers carried by an airline per calendar year is decisive for the calculation of the departure fee. In this event, a uniform allocation of all passengers to the fee category in which the largest proportion of passengers was carried will take place.

The above-mentioned departure fee only applies to aircraft which comply with the conditions of ICAO Annex 16, chapter 3 or 4 and are included in the bonus list of the BMVBW (most recently NfL I-83/03) in the currently valid version.

For aircraft of other noise categories, a percentage surcharge fee will be charged at the rates indicated above. It amounts to:

<b>Aircraft</b>		
<b>with approval according to ICAO Annex 16</b>		<b>without approval according to ICAO Annex 16</b>
which meet the conditions of ICAO Annex 16, chapter 3, and are not included in the bonus list	which meet the conditions of ICAO Annex 16, chapter 2	
+ 50%	+ 75 %	+ 150 %



#### 2.2.4 Minimum fee

In any case, a minimum departure fee of 200.00 EUR must be paid for a departure.

#### 2.2.5 Notification of planned passenger numbers

Before or immediately after the beginning of each flight scheduling period, the airline shall notify the airport operator of the planned number of passengers to be carried in that period. The airport operator will provisionally charge the departure fee on the basis of and after examining these target figures in accordance with 2.2.3. Final invoicing will be made within 30 days of the end of the scheduling period, based on the number of passengers actually carried. Any adjustment will be made within 7 days of delivery of the invoice.

#### 2.3 Time-based special fee

If the flight movements are made under the current operating license at the following times, the fees referred to in points 2.1 and 2.2 will increase as follows:

<b>Local time</b>	<b>Time interval</b>	<b>EUR</b>
after 22:00 - 05:59	15 minutes each	100.00

Air ambulance missions are exempted from this regulation.

#### 2.4 Emission-based departure fee

The emission-based departure fee is calculated per kilogram of nitrogen oxide equivalent emitted (= emission value) in the standardised "landing and take-off cycle" (LTO) of an aircraft per departure.

The emission-based fee per emission value amounts to 3.00 EUR.

The determination of the emission value is based on the ERLIG (ERAC = Erick Related Landing Charges Investigation Group, ECAC) based on certified nitrogen oxide (NOx) and hydrocarbon (HC) emissions per engine in the LTO cycle in accordance with ICAO Annex 16, Volume II. The necessary information on aircraft and engine types is determined using recognised databases.

The basis for determining the emission values is the ICAO database for turbofan and jet engines, the "Registration Emission Value" database of the German Aerospace Centre (DLR) and the database of the FOI Swedish Defence Research Agency for Turboprop Engines. If there are no or different entries in these emission databases for a type of engine, the highest recorded emission value will be used, irrespective of the respective application criteria.

If an engine is not included in any of the available emission databases and no standard engine can be used, the engine will be evaluated on the basis of the DLR study of 28 February 2005.

**ERLIG calculation formula:**

$\text{NOx, aircraft [kg]} = (\text{number of engines} \times \Sigma \text{ mode time [s]} \times \text{fuel consumption [kg/s]} \times \text{emission factor [g/kg]}) / 1000$

If the engine emissions for HC per LTO cycle exceed the certification value of 19.6 g/kN, the corresponding NOx value of the aircraft will be multiplied by a factor a:

$a = 1$ ; if  $\text{DpHC/Foo} \leq 19.6 \text{ g/kN}$

$a = (\text{DpHC/Foo}) / 19.6 \text{ g / kN}$ ; if  $\text{DpHC/Foo} > 19.6 \text{ g/kN}$  with  $a_{\text{max}} = 4$ .

Nitrogen oxide equivalent (emission value) of the aircraft =  $a \times \text{NOx}$  of the aircraft.

The use of a type of engine with lower emission levels must be demonstrated to the airport operator by presenting the Airplane Flight Manual (AFM) in conjunction with the relevant ICAO certificate or the manufacturer's certificate in good time before departure. If this is not demonstrated, the airport operator will base the calculation of the fee on the emission value known for the aircraft or engine type.

Any increase or reduction in the emission levels of the aircraft in accordance with the AFM, ICAO certificate or manufacturer's certificate must be reported to the airport operator without delay.

Retroactive refunds will not be made.

The emissions charge is always at least EUR 3.00 per departure in the standardised landing and take-off (LTO) cycle for each aircraft.

Notwithstanding the general regulation, the emission of aircraft with an MTOM of less than or equal to 5.7 tonnes is estimated at a flat rate of 1 kg NOx/HC per LTO cycle.

### **3. Special regulations**

#### **3.1 Ground contact with immediate subsequent departure**

The departure fee, calculated according to the maximum take-off mass of the aircraft, shall also be payable in the case of ground contact with immediate subsequent acceleration and departure of the aircraft.

#### **3.2 Emergency landings**

In the case of emergency landings due to technical disturbances on the aircraft or due to exerted or threatened use of force or due to medical emergencies regarding on-board passengers, no arrival or departure fees are payable unless the airport is a scheduled destination airport anyway. Diversion land-

ings are not emergency landings.

3.3 Officials of a civil aviation authority

For aircraft operated by an official of a civil aviation authority of the federal government or the states in the performance of official duties as the responsible pilot, no arrival or departure fees are payable, provided that a corresponding (or subsequent) confirmation is provided by the authority.

**III. Parking fee**

For the parking of aircraft at Dortmund Airport, a user fee (parking fee) is payable to the airport operator. No parking fee will be charged for a maximum of 3 hours between arrival and departure of the aircraft.

1. Parking fee calculation

The amount of the parking fees is based on the approved maximum take-off mass of the aircraft.

2. Parking fee amount

The parking fee for each started 24 hours for motorised aircraft with a maximum take-off mass

for aircraft	EUR
up to 1,200 kg	11.66
from 1,201 kg to 2,000 kg	16.29
from 2,001 kg each started 1000 kg	6.99

3. Payment date / currency

The parking fee is payable in EUR before departure; in special cases, it may be paid subsequently under prior agreement with the airport operator.

4. Parking lasting more than 30 days

For the parking of aircraft, which is expected to last more than 30 consecutive days, a lease may be concluded between the aircraft keeper and the airport operator prior to commencement of the parking period.

#### **IV. Security fees**

In addition, to offset the costs under the Aviation Security Act, a security fee is payable based on the number of passengers on board at departure.

The security fee per passenger is 2.42 EUR.

#### **V. Capped limit**

If the capacity of an airline, including all airlines managed or controlled by it, for scheduled flights in a calendar year, exceeds 80%, a capped amount of EUR 3.00 will be rebated per passenger against the sum of the fees under Part A II - IV of this fee schedule for the number of departed passengers that exceed the capacity of 80%. The capacity is defined here as the sum of the departed passengers divided by the sum of the departed seats of all passenger flights.

#### **VI. Entry into force**

The fee schedule enters into force with effect from 1 April 2019. The fee schedule of 01 April 2018 loses its validity on this date.

Dortmund, 15/02/2019

AIRPORT DORTMUND GMBH

Mager

approved

Münster, 20/02/2019  
Bezirksregierung Münster  
26.05.02-007/2019.0001

by order of  
Hüttermann

## **Part B Fees for the use of central infrastructure facilities**

The following services and fees refer to the central infrastructure facilities defined in the Airport User Regulations. The disposition of the central facilities, i.e. the determination of the quantity and period of availability, is made by Flughafen Dortmund GmbH. The airlines/aircraft operators must pay a user fee for the use of the central infrastructure facilities in commercial traffic for each handling of their aircraft at Dortmund Airport.

### **1. Facilities for piloting and docking**

The airport operator is responsible for the order of movements in the non-flying areas pursuant to § 45 LuftVZO. The aircraft are managed centrally by the apron control via suitable media, such as radio and follow-me vehicles.

### **2. Handling apron**

The parking positions are handling positions for the period of commercial activity. The provision and operation of the areas required for aircraft handling takes place within the framework of the respective construction conditions. The handling positions are managed and operated by the airport operator.

### **3. Flight information system**

The airlines must pay a fee for the use of the communications network and the central technological information facilities for the provision of ground handling services. The flight information systems are managed and operated by the airport operator.

### **4. Baggage handling system**

The airlines must pay a fee for the use of the baggage handling systems (central baggage handling system for departing and arriving baggage, bulky luggage storage area, intermediate storage area). The baggage handling systems are managed and operated by the airport operator.

### **5. Fees**

The fee for the use of these infrastructure facilities amounts to EUR 3.19 per handling instance for every started 1.000 kg MTOM for all positions.

### **6. Underground fueling system**

For the throughput of aviation jet fuels, a fee must be paid by the authorised handlers. The underground fueling system is managed and operated as a central infrastructure by the airport operator.

The fee for the use of this infrastructure is 5.50 EUR per cubic metre of jet fuel. Invoicing is done directly between the underground fueling system operator and the handlers.

## **Part C PRM fees**

For assistance at airports for disabled passengers and passengers with reduced mobility under EU Regulation No 1107/2006, a surcharge (PRM fee) is levied on all commercial flights based on the number of passengers on board at departure.

The surcharge for passenger flights per departing passenger is 0.46 EUR.

## **Part D Fees for handling services**

### **I. General terms and conditions for passenger and freight handling services**

#### **1. Basic services**

Flughafen Dortmund GmbH, hereinafter referred to as FDG GmbH, performs the handling services listed in the list of basic services in accordance with Paragraph II, Section 1 and Part E "Special Services" within the scope of its technical and personnel options or with contracted companies.

#### **2. Standards for all services**

The services are rendered in accordance with the usual procedures and international standards of FDG GmbH.

#### **3. Special services**

Upon request, FDG GmbH also performs such services required for aircraft handling, which are not listed in the basic and special services list. Such special services are provided according to availability of personnel and equipment and charged separately.

#### **4. Employed personnel**

FDG GmbH will carry out its provided services using trained personnel. Representatives of the airlines and FDG GmbH will meet if necessary, in order to discuss upcoming questions about the procedure and quality of ground handling services. When assessing the causes of pending handling problems, the punctuality of airlines should be taken into account.

5. Vicarious agents  
FDG GmbH is entitled to use third parties as vicarious agents. At the request of the airlines and/or FDG GmbH, both parties shall consult each other in the execution of the handling services and consider as far as possible mutually expedient recommendations.
6. Extended services  
FDG GmbH reserves the right to charge for any services caused by handling regulations and services that go beyond the service description in accordance with the list of fees for special services.
7. Information  
The airlines shall provide FDG GmbH with the information and instructions that will enable the airport to perform properly. If necessary, FDG GmbH shall request information and instructions from the airlines. FDG GmbH shall pass on information contained in flight documents of the airlines only with their consent to third parties, as far as legal provisions do not oppose this.
8. Scheduled flights  
FDG GmbH undertakes to provide ground handling services for scheduled flights of the airlines at Dortmund Airport without prior request. Scheduled flights are commercial passenger transport flights that are carried out on a regular basis and have to be reported to FDG GmbH before the beginning of each flight schedule period so FDG GmbH can fulfil the services to be provided. The airlines are obliged to inform FDG GmbH about the number and the traffic data for the planned flights within a flight schedule period. This includes the type and version of the aircraft, the flight number, the planned arrival and departure times, the airport of departure, as well as any significant special issues relevant to the handling. The airlines are also obliged to notify FDG GmbH as soon as possible of any changes affecting scheduled flights. This applies in particular to delays, premature arrivals and the cancellation of flights.
9. Non-scheduled flights, special flights  
FDG GmbH will provide ground handling services as soon as possible for non-scheduled flights operated by the airlines or on their behalf at Dortmund Airport, taking into account the commitments already made, within the limits of their technical and human resources. The airlines undertake to announce these flights well in advance.
10. Priority  
If, as a result of unregistered or delayed aircraft, there is an overlap in the handling of aircraft of other airlines, FDG GmbH reserves the right to handle the scheduled and registered aircraft with priority.
11. Documents for ground handling services  
The airlines of FDG GmbH will provide documents and information in a timely manner for the implementation of ground handling services.
12. Special assistance (emergencies)  
In emergency situations (emergency landing, accident), FDG GmbH shall im-

mediately take all reasonable and possible measures to assist the passengers and the crew, even without the instructions of the airlines, and protect any baggage, cargo or mail transported in the aircraft against loss or theft. § 29 LuftVG must be followed in the event of a violent act.

The airlines shall reimburse FDG GmbH for the resulting costs.

13. Fees

Handling fees for the basic services performed by FDG GmbH are payable in accordance with the list below, irrespective of the extent actually used. For additional and special services which are not included in the basic services but which are used by the airlines, a fee must be paid according to the list below. Offsetting against counterclaims is only permitted with the consent of FDG GmbH.

The handling fees and special service fees are considered fees within the meaning of § 10 para. 1 of the Value Added Tax Act. The airlines therefore have to pay VAT separately.

14. Adjustment of fees

FDG GmbH has the right to adjust its handling fees according to the development of costs or for important reasons. The adjustments shall be communicated to the airlines one month before entry into force.

15. Terms of payment

Airport fees are payable in EUR before take-off. Invoicing and payment will be immediate in these cases.

Upon request, an agreement can be reached with the debtor that the airport fees will be invoiced at fixed intervals if the following conditions are met:

- Bank transfers of reasonable advance payments on the airport fees incurred
- Appropriate credit security is provided – in particular, direct liability or deposit. The credit security is sufficient if it adequately secures the fees payable by the debtor.

In these cases, invoicing takes place on a monthly basis. Invoices are to be paid immediately after receipt of invoice in EUR. Cash discounts are not granted. In the event of default of payment, the assertion of default interest remains reserved in an appropriate amount. The right of the debtor to a repayment arrangement is excluded. Offsetting with claims that are not recognised or legally established is excluded.

Complaints can only be considered within a period of 4 weeks from the invoice date.

If there is a delay in payment, aircraft handling may be interrupted or completely refused.

16. Liability

FDG GmbH is not liable for damages sustained by the airlines or for claims for damages against the airlines arising in connection with the services to be performed by FDG GmbH, unless such damages or claims for damages have been caused by or are due to intent or gross negligence in the conduct of FDG



GmbH, its personnel, or its vicarious agents.

The airlines shall indemnify FDG GmbH from all claims of third parties, including costs, which are asserted in connection with the services taken over by FDG GmbH, unless such claims are due to intentional or grossly negligent conduct of FDG GmbH, its personnel, or its vicarious agents.

In individual cases, liability does not go beyond that of the airlines to their contractual partners.

The contracting parties shall be released from their obligations if one of the contracting parties is unable to fulfil its obligations as a result of industrial disputes, force majeure or any other reason beyond its sole choice.

16.1. Liability for freight handling

Unless otherwise stated above, the General German Carriage Conditions (ADSp) apply in their current version. These conditions limit, in section 23 ADSp, the legal liability according to § 431 HGB, for damages during carriage custody, to 5.00 EUR/kg; for multimodal transports, including transport by sea, it is limited to 2 SDR/kg and, in addition, per claim or event to 1 million EUR or 2 million EUR or 2 SDR/kg, whichever is greater. Section 27 ADSP is not considered to be an agreement on other maximum liability amounts within the meaning of art. 25 of the Montreal Convention.

17. Airport Use Regulations

The Airport Use Regulations (FBO), as amended, form part of these terms and conditions.

18. Miscellaneous

The general terms and conditions and contractual relationships based thereon are subject to the law of the Federal Republic of Germany.

Dortmund is the place of performance for all services, in particular the payment obligations of the contractual partner. The jurisdiction is Dortmund.

In the event of a dispute, the German version of these provisions takes precedence over the English translation.

Changes and additions to this list are reserved.

If any provision of these terms and conditions does not comply with the statutory provisions, this provision shall be replaced by a provision permitted by law which comes closest to the will resulting from the invalid provision. The validity of the remaining provisions remains unaffected.

## **II. Description of basic services: ground handling services**

### **1.1. Passenger and baggage handling**

- Provision and return of suitable passenger and crew stairs to and from the aircraft at remote positions
- Provision and operation vehicles for the carriage of passengers between the aircraft and the terminal
- Provision and return of suitable loading and unloading devices and vehicles to and from the aircraft
- Provision and operation of suitable equipment for the carriage of cargo between the aircraft and the terminal
- Transport of checked baggage from the baggage take-off point to the aircraft
- Transport of the arriving baggage from the aircraft to the baggage return area, distribution via baggage carousel

### **1.2 Loading and unloading services**

- Opening and closing of cargo doors and hatches with control, if necessary by the airline (LVG)
- One-time loading, stowage and securing of loads in accordance with the written instructions and, if necessary, with control of the airline (securing material is provided by the LVG)
- One-time unloading of the loads according to the written instructions of the airline
- Handover – receipt of the loads

### **1.3 Aircraft handling**

- Parking (standby and instruction; presentation – removal of the brake wedges)
- Departure
- Safety measures (immediate reporting of all perceived defects in the aircraft or the load to the client without prejudice to the question of cause or time).

### III. Fees for basic services: ground handling services

#### 1.1 Fee calculation

The basis of calculation for the handling fees for passenger aircraft is the current seat capacity of the aircraft. The maximum seat capacity is taken as a basis until the presentation of corresponding proof. Retroactive refunds will not be made.

#### 1.2 Fee amount

The handling fee for passenger aircraft is per operation of aircraft with

up to seats	EUR
6	61,86
10	80.31
20	114.33
30	173.62
40	233.79
50	288.80
60	340.37
70	387.65
80	434.93
90	482.20
100	530.30
110	573.32
120	624.89
130	668.72
140	708.26
150	755.54
160	799.37
170	854.39
180	898.22
190	945.49
200	988.48
210	1,031.45
220	1,074.43
230	1,117.40

### 1.3 Special regulations

#### 1.3.1 Flat handling fee

The fee for handling services according to section 1 is a lump sum, the non-use of partial services of ground handling services does not reduce the lump sum.

#### 1.3.2 Handling on return to the handling position

If an already-handled aircraft returns to the handling position prior to departure, no renewed fee will be charged, provided only the crew and passengers disembark. However, if the aircraft is unloaded and/or loaded again, the full fee must be paid again.

#### 1.3.3 Separate handling

In the event of separate handling, i.e. when the arrival or departure of an aircraft are no longer directly related (overnight stay, flight termination, transfer, etc.) or if the time between arrival and departure of an aircraft is more than 3 hours, the handling fee for basic services increases by 40% to 140%; with a stay of the aircraft over 24 hours, the fee increases by 100% to 200%.

#### 1.3.4 Handling after 22:00

For the handling of the aircraft in scheduled traffic after 22:00 local time, the handling charge for basic services increases by 50% to 150%; and for handling in non-scheduled traffic additionally a handling fee of 200 EUR is calculated on the basic service for every 30 minutes.

#### 1.3.5 Handling during technical landings

In the event of technical landings (handling without change of cargo), no basic service fees will be charged.

#### 1.3.6 Reloading or partial loading

If a reloading or partial unloading has to be carried out after completion of loading, the additional work resulting from this will be assessed a surcharge of 50% on the handling fee.

#### 1.3.7 Handling with cargo and ambulance flights

In the case of pure cargo flights and ambulance flights, the handling fee will be calculated according to the maximum permissible seat capacity of a passenger aircraft corresponding to the type of aircraft used.

#### 1.3.8 Other services

For further services, the fee is determined according to the type and scope of the services.



## Part E Fees for special services

The following special services are carried out on request, as far as the conditions for this are given and they do not already have to be provided due to operational requirements. There is no legal claim to the performance of these services unless contractual obligations exist. Performed services and deliveries not included in this list will be charged separately.

The minimum calculation unit for special services is the specified calculation unit. Unless otherwise specified, started units will be charged in each case.

Requested but unused special services are charged at 15% of the respective basic charge.

The prices indicated in price lists and offers are non-binding. The rate of value added tax applicable on the day of the service will be billed separately, unless a value added tax exemption according to the Value Added Tax Act exists. Decisive for the VAT exemption is the invoice recipient.

Changes and additions to this list are reserved.

### I. Operations

1.	Personnel hourly rates (per started 60 minutes)	
	Traffic manager	138.56 EUR
	Traffic manager on duty	115.64 EUR
	Head of department	100.22 EUR
	Shift manager	84.80 EUR
	Deputy shift manager	77.09 EUR
	Aircraft handler / Aviation security personnel / Check-In Agent	69.38 EUR
2.1	Devices and vehicles (including operation)	
	Outboard power supply 400 Hz (per started 30 min.)	52.37 EUR
	Outboard power supply 28 V (per started 30 min.)	36.26 EUR
	Air starter (per started 15 min.)	109.87 EUR
	Sanitary facilities service (instance)	84.60 EUR
	Fresh water service (instance)	84.60 EUR
	Heating device (instance)	39.47 EUR
	Battery equipment (instance)	21.54 EUR
	Highloader (per started 30 min.)	84.27 EUR
	Passenger bus (per started 30 min.)	79.23 EUR
	Push-back (instance)	104.73 EUR
	Towing aircraft up to 5.7 t (per started 30 min.)	26.19 EUR
	Towing aircraft over 5.7 t (per started 30 min.)	50.00 EUR
	Towing aircraft over 20.0 t (per started 15 min.)	114.99 EUR
	Conveyor belt trolley (instance)	10.75 EUR

	Motorised passenger staircase roofed (per started 30 min.)	52.02 EUR
	Passenger stairs open (per started 30 min.)	33.21 EUR
	Pilot trip (per vehicle)	62.40 EUR
2.2	Devices and vehicles (without operation)	
	Forklift (per started 30 min.)	92.79 EUR
	Compressor (60 min.)	35.81 EUR
	Compressed air device (instance)	175.49 EUR
	Vacuum cleaner (per started 60 min.)	14.32 EUR
	High pressure cleaner (per started 30 min.)	10.75 EUR
3.	Use of noise protection hall (per started 60 min.)	
	- up to 5.7 t MTOM	40.91 EUR
	- up to 14 t MTOM	119.19EUR
	- up to 100 t MTOM	123.18 EUR
4.	Apron instruction / Traffic training	
	Instruction about correct behaviour on the apron (per participant)	46.68 EUR
	Brochure "Traffic and Safety Rules" (unit)	11.94 EUR
	Practical instruction for participation in internal company traffic (including acceptance) (per participant)	118.57EUR
5.	Lost & found	
	Lost & found service (transaction)	42.43 EUR
	Processing fee for delivery of baggage (transaction)	11.94 EUR
	Handling fee for misguided luggage (unit)	11.94 EUR
6.	Check in	
	Check-in-service (aircraft up to 50 seats) (instance)	248.37 EUR
	Check-in-service (aircraft up to 120 seats) (instance)	373.18 EUR
	Check-in service (over 120 seats) (transaction)	485.50 EUR
	Passenger services (flight structure) (instance)	186.23 EUR
	Station material (per departing passenger)	0.31 EUR
	Check-in counter (per started 90 min.)	93.12 EUR
	- each additional 30 min.	42.97 EUR
	Evening before check-in (per counter)	163.05 EUR
7.	Operation services	
	Operation services aircraft up to 100 seats	162.79 EUR
	Operation services aircraft from 100 seats	217.06 EUR
	Operation Services GAT / VIP	
	Operation services GAT aircraft up to 6 t	224.40 EUR
	Operation services GAT aircraft up to 10 t	280.50 EUR
	Operation services GAT aircraft up to 15 t	336.60 EUR
	Operation services GAT aircraft up to 45 t	392.70 EUR
	Operation services GAT aircraft up to 70 t	448.80 EUR

8.	Other services	
	Finger Position (instance)	132.91 EUR
	Commuter bridge (instance)	48.73 EUR
	Setting up of warning lamps (instance)	11.75 EUR
	Warning / traffic cones (unit)	2.99 EUR
	Storm protection at GAT aircraft (instance)	27.03 EUR
	Lashing rope (metre)	7.16 EUR
	Lashing eyes (4 pcs)	13.13 EUR
	Lashing strap (3 m)	47.75 EUR
	Lashing strap (6 m)	83.57 EUR
	Wooden plank (2 m)	7.16 EUR
	Departure reporting (instance)	41.78 EUR
	Rental of tensor bands/PIGs	(according to quantity and effort)
	Passenger and luggage transport	
	GAT / transfer rides (per started 15 min.)	17.91 EUR
	In and out (instance)	
	- up to 1.2 t MTOM	7.99 EUR
	- up to 2 t MTOM	10.94 EUR
	- over 2 t MTOM	10.15 EUR
	- over 5.7 t MTOM	17.91 EUR
	Unloading of catering boxes (per started 30 min.)	41.78 EUR
	Baggage transfer on instruction crew/operations	
	- up to incl.100 seats (instance)	152.59 EUR
	- over 100 seats (instance)	207.52 EUR
	Cabin cleaning	(on request at cost)

## II. Inside parking fees

For daily inside parking of aircraft, the following daily rates/monthly rates apply. If aircraft are parked in a hangar for more than 30 consecutive days, a lease is entered into between the aircraft operator and the airport operator prior to commencement of the parking.

<b>GAT aircraft inside parking (without halls and lobbies)</b>		
Weight in kg MTOM	Daily rate EUR	Monthly rate EUR
Aircraft up to 750 kg	17.65	287.86
Aircraft 751 kg - 1,000 kg	19.68	344.46
Aircraft 1,001 kg - 1,250 kg	22.15	405.82
Aircraft 1,251 kg - 1,500 kg	24.99	462.44
Aircraft 1,501 kg - 1,750 kg	27.11	524.28
Aircraft 1,751 kg - 2,000 kg	28.86	575.74
Aircraft 2,001 kg - 2,250 kg	30.26	635.44
Aircraft 2,251 kg - 2,500 kg	33.79	680.29
Aircraft 2,501 kg - 3,000 kg	40.71	829.73
Aircraft 3,001 kg - 4,000 kg	48.03	961.08



Aircraft 4,001 kg - 5,000 kg	55.90	1,116.79
Aircraft 5,001 kg - 6,000 kg	66.41	1,269.49
Aircraft 6,001 kg - 7,000 kg	74.39	1,422.20
Aircraft 7,001 kg - 8,000 kg	82.35	1,574.91
Aircraft 8,001 kg - 9,000 kg	90.33	1,727.61
each additional 1,000 kg	7.98	152.70

### III. Airport fire brigade

1. Personnel hourly rates (per started 60 min.)
 

Dispatch leader	138.76 EUR
Head fire chief	96.36 EUR
Superordinate fire chief	77.09 EUR
Fire master/fire personnel	69.38 EUR
  
2. Vehicles incl. operation (per started 60 min.)
 

Assistance fire engine (HLF)	191.01 EUR
Airfield fire engine (FLF)	895.36 EUR
Small duty fire engine (KEF)	143.26 EUR
Command vehicle (ELW)	83.57 EUR
Ambulance	95.50 EUR
Environmental protection vehicle	179.07 EUR
Roll-off container set-up	382.02 EUR
Roll-off container rescue	382.02 EUR
Sweeper	179.07 EUR

Other fire trucks, special vehicles, transport troughs  
and fire equipment on request.

Fire alarm per building According to effort
  
3. Other services
 

Cleaning of ambulance	224.65 EUR
Disinfection of ambulance	399.38 EUR
Spraying of engine	274.58 EUR
Spraying of the apron/position	199.69 EUR
Safety monitor for welding (per started 60 min.)	74.88 EUR
Security guard during welding work with vehicle (per started 60 min.)	249.61 EUR
Safety monitors at events per firefighter (per started 60 min.)	68.65 EUR
Safety monitors at events with vehicle incl. driver (per started 60 Min.)	199.69 EUR
Cooling aircraft brakes (instance)	436.83 EUR
Extinguishing media, setting agents and other and material at cost.	

4.	Recover equipment	
	Recovery equipment for aircraft up to 5.7 t (started 60 min.)	186.23 EUR
	Recovery equipment for aircraft up to 5.7 t (daily rate)	947.89 EUR

The conclusion of a recovery contract is necessary for the use of the recovery equipment. The hours for the recovery forces and the recovery service of the FDG GmbH are settled according to the corresponding items in this fee schedule.

5.	Provision of fire protection	
	Provision of fire protection during Refuelling of an aircraft with passengers (instance)	113.95 EUR

#### IV. Security services

1.	Airport identification cards	
	Issue of an airport ID	29.85 EUR
	Late return of an ID	54.26 EUR
2.	Access permits / Parking permits	
	Issue of a parking permit	14.32 EUR
	Issue of apron permit (per car/year)	65.12 EUR
	Daily access permit without parking space (per car)	5.97 EUR
3.	Security check according to § 7 Aviation Security Act	
	Fee for security check	57.31 EUR
	Fee for an elaborate security check	113.41 EUR
	Cancellation of a security check	70.44 EUR

The fees are subject to further adjustments by the aviation security authority.

4.	Locksmith (unit)	
	Single key (locking systems)	39.27 EUR
	Group key (locking systems)	44.88 EUR
	Production of security keys	11.22 EUR
	Production of moulded keys	13.46 EUR
5.	Other services	
	List printout of all ID holders of a company	17.91 EUR
6.	Aviation security training for "miscellaneous personnel" under EU Regulation 2320/2002	
	Instruction according to Air Safety Law in theory and practice (per participant)	98.60 EUR
	only practical instruction (per participant)	36.20 EUR

Further training on request.

## V. Photo and film recordings

1.	Public area		
	- without service (technology)	1. Hour	88.86 EUR
	each additional started Hour		44.43 EUR
	- with service (technology)	1. Hour	191.27 EUR
	each additional started hour		95.63 EUR

Outside opening hours, i.e. between 00:00 and 04:00, additional staffing is mandatory!

2.	Security area in the building (generally with escort or security ID)		
	- without service without escort		as in the public area plus security ID
	- with service and without escort		as in the public area plus security ID
	- with service and escort	1. Hour	231.12 EUR
	each additional started Hour		143.45 EUR
	- without service with escort	1. Hour	137.21 EUR
	each additional started Hour		99.10 EUR
3.	Security area outside the building		
	- only with service and escort	1. Hour	231.12 EUR
	each additional started Hour		143,45 EUR
4.	Current reports		
	Current reports are free of charges.		

## VI. Miscellaneous staffing

techn./comm. employee (per started hour)	83.51 EUR
Engineer (per started hour)	138.76 EUR
.	
General night surcharges (22:00 - 06:00):	+25%
Surcharges for Sundays/holidays:	+ 50%
Sundays/holidays:	+100%

## VII. Rental of rooms

On demand

## VIII. VIP services

Priority parking (per day and car)	32.77 EUR
VIP check-In (per person)	23.11 EUR
Customer card DTMcomfort (per person and year)	83.19 EUR
Apron transfer to aircraft (per car)	69.33 EUR
Apron transfer to aircraft (per truck)	92.43 EUR
First baggage delivery arrival (per person)	23.11 EUR
Additional staffing (per hour)	63.78 EUR

Other special services by agreement.

## IX. Fees for freight handling

1.	Import/export handling (kg)	0.12 EUR
	- Minimum fee	12.00 EUR
2.	Deconsolidation (kg)	0.08 EUR
	- Minimum fee	8.00 EUR
3.	ATLAS fee (shipment)	12.00 EUR
4.	Storage fee from 48 hours (kg per started day)	0.05 EUR
	- Minimum fee	7.00 EUR
5.	Customs inspection (per started 15 Min.)	25.00 EUR
6.	Issue of IRP/TA (instance)	25.00 EUR
7.	Request for bank exemption (instance)	20.00 EUR
8.	Freight advice (shipment)	5.00 EUR
9.	GDR check (instance) plus 3.00 EUR (package)	100.00 EUR
10.	Air cargo security checks (X-Ray/ETD) (kg)	0.12 EUR
	- Minimum fee	30.00 EUR
11.	Open and close for ETD check	According to effort
12.	AWB creation (unit)	30.00 EUR
13.	Barcode label incl. labelling (unit)	2.00 EUR
14.	Weighing/measuring a consignment (kg)	0.04 EUR
	- Minimum fee	10.00 EUR

15.	Personnel hourly rates (per started 30 min.)	
	- Freight shift manager	42.00 EUR
	- Freight loader	33.00 EUR

A surcharge of 100% is charged  
for employee provision outside opening hours.

16.	Handling in freight charter processing (kg)	0.15 EUR
	- Minimum fee	75.00 EUR
17.	Forklift provision up to 4.0 t. (per started 30 min.)	30.00 EUR

## X. Other special services

Baggage wrapping		6.30 EUR
Service fee (counter service per transaction)		4.20 EUR
Administration, storage and handling of lost and found items	per instance	12.61 EUR
Shipping of dangerous goods domestic	per transaction	4.62 EUR
Shipping of dangerous goods abroad	per transaction	10.50 EUR

Advertising items Prices according to notice board terminal

Parking Prices according to notice board terminal / publication on website

Increased parking fee apron level / terminal with parking without valid parking ticket within designated areas	per instance	21.01 EUR
Increased parking fee apron level / terminal with parking outside designated areas	per instance	42.02 EUR
Towing of vehicles up to 2 t	per instance	134.45 EUR*
Towing of vehicles over 2 t up to 3.5 t	per instance	184.87 EUR*
*plus the normal parking fee		
Charge for taxi rides		
Normal rate	per instance	1.01 EUR
Plus taxi rate	per instance	0.59 EUR

Fee for airport transfer buses (minibuses up to 3.5 t)		
Use of the holding zone in the arrival level per started 15 min to max. 30 min.		2.52EUR
Use of the holding zone in the arrival level started 15 min. from the 31st min.		5.04 EUR

Other special services by agreement.

## Part F Volume discounts

Volume discounts will be granted, for handling services under Part D III and special services under Part E I of this fee schedule, for air carriers which operate scheduled flights. If the following conditions are met, they amount to a % of the sum of the aforementioned handling fees:

<b>Total number of passengers carried per calendar year</b>	<b>Aircraft size more than 120 seats</b>
	<b>Volume discount in%</b>
more than 1,000,000	55
more than 500,000	50
250,001 to 500,000	45
100,001 to 250,000	40
50.000 to 100,000	35

## Changes in services and fees

Flughafen Dortmund GmbH will charge the fees according to general cost development and reserves the right to change the services, the scope of services and the fees at any time. It will inform the airlines in writing at least 30 days before changes takes effect.