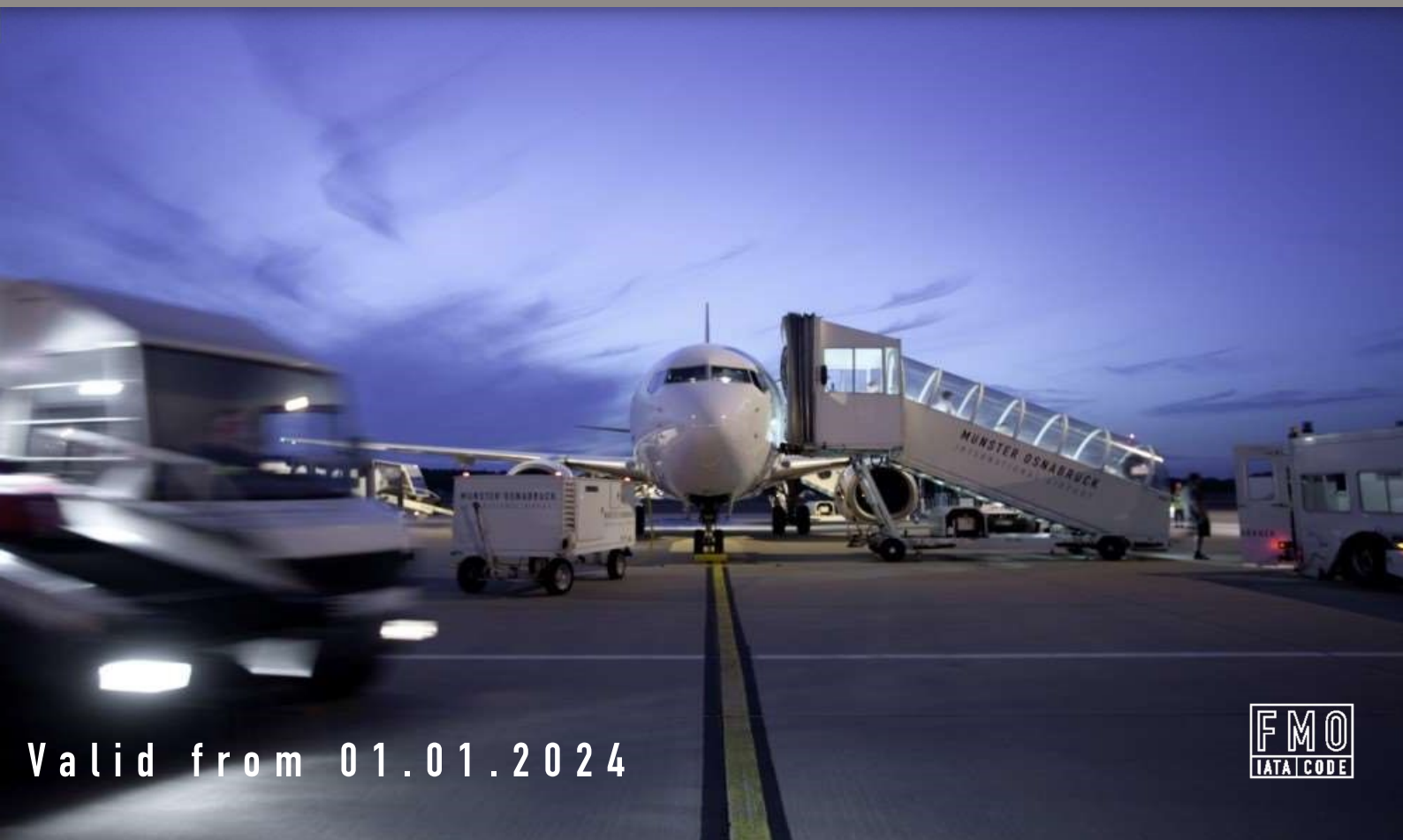


AIRPORT CHARGES

# 2024

AVIATION



Valid from 01.01.2024



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## I. General Terms of Payment/Miscellaneous

Airport Charges are to be paid in EURO before take-off. Invoices and payment are to be effected immediately.

On special agreement with the debtor and under the following circumstances the airport charges can be invoiced within determined periods:

- agreed advance payments of the airport charges incurred via bank transfer
- appropriate collateral – in particular an absolute guarantee or cash collateral -. The collateral is sufficient if the airport charges to be paid are covered in a corresponding volume.

In these cases the calculation shall take place on a decade basis. The remuneration sums to be paid by the debtor shall be due for payment upon the performance of the service without deduction. No discounts shall be granted. In case of late payment we reserve the right to claim interest and default interest. The settlement control right of the contract partner is hereby excluded. Any set-off against unacknowledged claims or claims which have not been finally determined in a legally-binding manner is hereby excluded.

Objections can only be considered within a period of four weeks as of the date of invoice.

In case of late payment we reserve the right to interrupt or completely refuse the aircraft handling.

All charges are subject to the law on turnover tax in accordance with § 10 Article 1. The debtor, therefore, shall pay the turn over tax additionally if he cannot present an exemption according to the law on turnover tax.

### Miscellaneous

To support the implementation of new destinations ex FMO, Münster/Osnabrück International Airport will, at its own discretion, take part in the marketing cost arising for a new destination. In order to do this, the airline has to provide the according information of the corresponding marketing cost.

This Agreement is exclusively subject to German law.

Greven is hereby agreed upon as the place of performance for all of the performance, particularly the contract partner's payment obligations. Steinfurt is hereby agreed upon as the legal venue.

The German version of these general terms and conditions is authoritative. Translations are provided for information purposes only.

The schedule of airport charges is subject to change without notice.

If any part of these general terms and conditions proves ineffective, this is without prejudice to the effectiveness of the remaining terms and conditions.

## II. Airport Charges Subject to Approval

### 1. General Conditions

Flughafen Münster/Osnabrück GmbH (FMO) levies the airport charges according to these tariff regulations and the General Terms and Conditions of Business specified below. Any general terms and conditions of airport users which differ from these General Terms and Conditions of Business do not apply even if FMO does not object.

For every landing/take-off of an aircraft at Münster/Osnabrück Airport a fee is payable to the airport contractor according to the following Terms of Business.

Debtor of the airport charges as joint and several debtor is:

- a) the airline under whose airline code/flight number the respective flight is operated,
- b) the airlines as joint and several debtor, under whose airline code/flight number the respective flight is operated (code sharing),
- c) the airline operator,
- d) a natural or juristic person using the aircraft without being the airline operator or owner, such as charterer or lessee.

These Tariff Regulations will become effective on **January 1, 2024**.

### 2. Assessment basis

The landing and take-off charge is based on the aircraft's maximum take-off mass (MTOM) entered in the licence, and in commercial air traffic it is additionally based on the number of passengers on board the aircraft at the time of landing/take-off.

### 3. Noise-related Landing Charge

If an aircraft is operated at a lower MTOM, the actual MTOM is to be proved by the "Airplane Flight Manual" (AFM), Basic Manual Section for Weight Limitations. Until this document has been submitted the highest MTOM established for this type of aircraft will be taken as a basis. Retroactive refunds will not be effected. A change of the MTOM according to the AFM will be recognized only, if the change has been announced at least four months before the start of a flight schedule period.

- a) The fixed part of the landing charge which is based on the maximum take-off mass of the aircraft amounts for motor aircraft with a maximum take-off mass of up to 2,000 kg for which it can be proved on the basis of a noise certificate according to NfL I-134/99 or a corresponding noise certificate that they comply with the increased noise control requirements as specified in the regulation dated January 5, 1999 for:

For Aircraft	complying with the increased noise protection requirements according to NfL I-134/99	with noise certificate but not complying with the requirements according to NfL I-134/99	without noise certificate
	EUR	EUR	EUR
up to 999 kg	7,20	10,80	14,40
above 1.000 kg to 1.199 kg	8,40	12,70	16,80
above 1.200 kg to 1.399 kg	15,50	23,50	31,20
above 1.400 kg to 1.999 kg	20,50	30,70	40,90

b) motor aircraft with a maximum take-off mass above 2,000 kg up to 13.999 kg:

- per started 1,000 kg **9,60 €** licensed acc. to ICAO Annex 16, Chapter 3 (+bonuslist of BMVI), 4, 14, and/or 5, 6, 8, 10 (or acc. to NfL I-134/99)
- per started 1,000 kg **14,40 €** licensed acc. to ICAO Annex 16, Chapter 3 without bonuslist of BMVI (or not acc. to NfL I-134/99).
- per started 1,000 kg **19,10 €** licensed acc. to ICAO Annex 16, Chapter 2
- per started 1,000 kg **28,80 €** without being licensed acc. to ICAO Annex 16 (or no licensed noise protection at all).

c) motor aircraft with a maximum take-off mass above 14.000 kg:

For Aircraft				
Licensed acc. to ICAO Annex 16				not licensed acc. to ICAO Annex 16
Chapter 14	Chapter 3, 4 + bonus list BMVI	Chapter 3 but not incl. in bonus list BMVI	Chapter 2	
EUR for each 1,000 kg of the maximum mass or part thereof				
EUR	EUR	EUR	EUR	EUR
8,00	8,30	17,50	35,00	81,50

### Noise-related Landing Charges

Turbojet aircraft and/or aircraft with different types of propulsion comply with the requirements of ICAO Annex 16, Chapters 2, 3, 4 and 14 and/or Chapters 5, 6, 8, 10 or LSL Chapters II and III, V, VI, X, if they can prove in the individual case by means of certificates issued by a licensing authority or by similar documents issued by the manufacturer that the noise limits specified in the aforementioned chapters are not exceeded (NfL I-134/99). For the assessment of the fees it is decisive that full proof is not produced, fees for aircraft to be classed in the "Chapter 3" category will be charged on the basis of the "Chapter 2" category and also on the basis of the category "without licence according to ICAO Annex 16 or LSL". Retroactive refunds will not be effected.

# **Bonus list of BMVBW (NfL I-83/03) for starting and landing aircraft**

<b>For take-off:</b>	<b>For landing:</b>
all series/models with MTOM* below 25 t	all series/models with MTOM* below 25 t
Airbus 300	Airbus 300
Airbus 310	Airbus 310
Airbus 330	Airbus 330
Airbus 340	Airbus 340
Airbus A319/320/321	Airbus A319/320/321
BAe 146/AVRO RJ-series	BAe 146/AVRO RJ-series
Boeing 717	Boeing 717
Boeing 727-100 Reengined	Boeing 727-100 Reengined
with 3 Tay-power units	with 3 Tay-power units
Boeing 737 types 300 up to 800	Boeing 737 types 300 up to 800
Boeing 747-400	Boeing 747-400
Boeing 757	Boeing 757
Boeing 767	Boeing 767
Boeing 777	Boeing 777
Canadair RJ	Canadair RJ
Dash 8-400	Dash 8-400
Fokker 70/100	Fokker 70/100
Gulfstream IV/V	Gulfstream IV/V
Lockheed 1011	McDonnell Douglas DC 10-30
McDonnell Douglas DC 10	McDonnell Douglas
McDonnell Douglas	DC 8-70-series
DC 8-70 series	McDonnell Douglas MD 11
McDonnell Douglas MD11	McDonnell Douglas MD 80-series
McDonnell Douglas MD 90	McDonnell Douglas MD 90
Tupolew 204	Tupolew 204
*Maximum Take Off Mass	*Maximum Take Off Mass

## Reductions

The fees indicated in para. a) and b) are reduced for training flights and familiarization flights with aircraft with a maximum take-off mass of

- up to 3,000 kg            by 40 %,
- above 3,000 kg        by 55 %

Only one of the above mentioned reductions can be claimed. The minimum reduced fee amounts to:

	EUR
with increased noise protection	6,80
with noise protection	10,20
without noise certificate	13,60

- a) Training flights are flights for a civil pilot trainee within his training at an approved training institution (aviation school) to meet the requirements for obtaining a civil pilot's licence or a licence according to the examination regulations for aeronautical staff.
- b) Familiarization flights are flights for the aeronautical and technical instruction of civil pilots; the pilots to be instructed must have a pilot's licence for the respective aircraft being used; the instructor must be on board the aircraft being used.

## Special Regulations

- a) The part of fee assessed on the basis of the maximum take-off mass of the aircraft is also payable in case of ground contact immediately followed by acceleration and take-off of the aircraft.
- b) In case of emergency landings due to technical failures on the aircraft or due to actual or threatened violence no landing/take-off fee will be charged unless the airport approached is the scheduled destination anyway. Diversion landings are not considered as emergency landings.
- c) For aircraft flown by a staff member of the civil federal or regional aeronautical authorities in exercise of official duties in his capacity as pilot in charge, no landing/take-off fee is to be paid.
- d) For gliders landing/take-off fees will be charged according to special arrangement.

## 4. Emission-based Landing Charge

The emission-based basic charge amounts to 3,45 € per kg of nitrogen oxide equivalent (the emission value) within the standardized LTO cycle of an aircraft.

Charges are invoiced for each landing and take-off. The required data on engine and aircraft types are retrieved from a recognized airline fleet database.

The emission-oriented basic charge is calculated using the ERLIG(=Emission Related Landing Charges)-formula on the basis of the certified nitrogen oxide (NO<sub>x</sub>) and hydrocarbon (HC) emission values per engine in the LTO-cycle pursuant to ICAO Annex 16 Volume II as follows:

Formula:

$$\text{NO}_{x,\text{aircraft}} [\text{kg}] = (\text{No. of engines} \times \sum \text{Mode time [s]} \times \text{fuel consumption [kg/s]} \times \text{NO}_x\text{-index [g/kg]}) / 1000$$

If HC LTO > 19.6 g/kN the NO<sub>x,aircraft</sub> is multiplied by a factor a:

$$\begin{aligned} a &= 1; & \text{if } Dp_{\text{HC}}/F_{00} &\leq 19.6 \text{ g/kN} \\ a &= (Dp_{\text{HC}}/F_{00})/19.6 \text{ g/kN}; & \text{if } Dp_{\text{HC}}/F_{00} &> 19.6 \text{ g/kN (} a_{\text{max}} = 4 \text{)}. \end{aligned}$$

Nitrogen oxide equivalent per aircraft = a x NO<sub>x</sub> per aircraft. The specific emission value of each engine is taken into account up to the third decimal place.

The emission values are calculated on the basis of the ICAO Aircraft Engine Emissions Database for turbo jet engines as well as the FOI Swedish Defence Research Agency Database for propeller-driven engines. If the emission databases contain no or conflicting entries for an engine type, the highest known emission value is used, regardless of the various operational criteria.

If for an aircraft no or contradictory engine data is available, the highest known emission value of this aircraft type will be applied.

If an engine type is not included in one of the databases described above and the data for a standard engine type cannot be used, the engine type is evaluated on the basis of DLR-studies (DLR=Deutsches Zentrum für Luft- und Raumfahrt) from February 28, 2005.

When engines are used which emit less than the registered amount of nitrogen oxide equivalent (e.g. through differing UID numbers or the use of a re-rated version of the engine), documentation must be provided to the airport operator by presenting the AFM along with the ICAO certification or the manufacturer's documentation. Until the above-mentioned documentation is provided, invoicing will be based on the highest known emission value for the respective aircraft and engine type.

The airport operator must be notified without delay of any increase or reduction in the emission value of the aircraft as entered in the AFM or ICAO certificate or manufacturer's documentation.

The airport operator can levy retroactive charges for aircraft movements for which increased emission values are subsequently determined; reduced emission values will be taken into account without delay as soon as they are documented and verified. No refunds will be made.

Notwithstanding the general regulation the emission of aircraft will be computed with at least 3,45 € per landing within the standardized LTO-cycle of any aircraft and corresponds to 1 kg NO<sub>x/HC</sub> per LTO-cycle.

At variance with the general terms the emission of aircrafts is being charged as follows:

up to 1.999 kg MTOM lump-sum per landing	1,15 €
from 2.000 kg to 20.000 kg MTOM lump-sum per landing	3,45 €



## 5. Passenger Charges

The part of passenger charge per passenger based on the number of passengers on board the aircraft at the time of landing and take-off amounts to: (Transit passengers are only invoiced before start, in case of having left the aircraft before)

▪ if the preceding take-off/following landing of the aircraft has taken place from an airport within or outside the Federal Republic of Germany but inside the EU	7,80 EUR
▪ if the preceding take-off/following landing of the aircraft has taken place from an airport outside the EU	8,10 EUR

## 6. Security Fee

Security Fee per passenger being on board before landing and start	0,82 EUR
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## 7. Parking Charges

- The aircraft operators have to pay a rental fee (parking charge) to the airport contractor for parking their planes on the airport.
- The amount of the parking charge is assessed on the basis of the maximum take-off mass of the aircraft.
- The following parking charges apply per started 24-hour-period for motor aircraft with a maximum take-off mass of

up to 999 kg	2,90 EUR
above 1.000 kg to 1.199 kg	4,00 EUR
above 1.200 kg to 1.399 kg	4,70 EUR
above 1.400 kg to 1.999 kg	5,60 EUR
above 2.000 kg per started 1.000 kg	2,60 EUR

- No parking charge will be imposed if an aircraft has been parked for a maximum of 3 hours between landing and take-off.
- The parking charge is to be paid before take-off in EURO (EUR); in special cases it may be paid afterwards by arrangement with the airport contractor.
- If the parking period for an aircraft is expected to take longer than 30 successive days, a rental contract can be concluded before the parking period between the aircraft operator and the airport contractor.
- For gliders parking charges are payable according to special arrangement.

## 8. Traffic Promotion Schemes

### General

As airport operator of Münster/Osnabrück International Airport, FMO grants airline companies incentives which are outlined below in order to generate sustained and dynamic growth in air traffic operations.

Each airline which increases its traffic at Münster/Osnabrück International Airport in a sustainable manner may claim the benefits. The individual requirements related to the traffic promotion conditions must be fulfilled. The airlines must provide evidence that they fulfill the prerequisites and conditions.

Before claiming the benefits the airline sends a request in writing indicating the incentive desired. On claiming benefits for a determined destination according to point 1 or 2, this destination is being disregarded on defining the passenger figures according to point 3.

#### 1. Destination Incentive

On flying new destinations not yet being flown ex FMO the airport operator invoices a flat rate for every inbound passenger for all services according to the airport charges subject to approval (see Chapter II of this scale of charges) amounting to:

8 € per inbound passenger first year

10 € per inbound passenger second year

12 € per inbound passenger third year

The destination in question must not be flown ex FMO within the last 12 months. Furthermore, the destinations to be supported are to be flown at least 1 x a week within summer or winter flight schedule.

#### 2. Volume Incentive

Intention of the volume incentive is to generate sustained growth of passenger figures at Münster/Osnabrück International Airport. Each airline carrying at least 1.000 inbound passengers on the corresponding destination ex FMO within the year in question may participate in this incentive scheme.

The minimum growth for claiming the benefits is 10 % per destination compared to the previous time period. On achieving the minimum growth all additionally arising charges according to the airport charges are subject to approval (see Chapter II of this scale of charges) will be credited with 100 %.

The growth on the corresponding flight destination will only be supported if the overall offer concerning the destination in question at FMO corresponds to rising passenger figures.

The amount achieved due to the volume incentive will be credited by the end of the corresponding business year (December 31).

### 3. Passenger Volume Incentive

Airlines that carry passengers during a calendar year according to the following scale receive, by the end of the corresponding business year (December 31), a credit note on the airport charges subject to approval (see Chapter II of this scale of charges) referring to the achieved passenger volume within the year in question.

Passagier Volume	Discount
as of 100.000	10 %
as of 160.000	15 %
as of 220.000	20 %
as of 280.000	35 %

### III. Other Airport Charges

#### 1. PRM-Fee

PRM-Fee per passenger being on board on landing and takeoff	0,63 EUR
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Not included in the number of passengers on board the plane at the time of landing and takeoff are:

- staff of the aircraft operator with an air ticket for which no more than 10 per cent of the standard airfare has been paid
- children under 2 years of age not claiming a seat

#### 2. Central Infrastructural Facilities

The services and charges mentioned in the following refer to the central infrastructural facilities determined by the airport regulations. The central facilities are managed by FMO Flughafen Münster/Osnabrück GmbH, i.e. with regard to determination of time and volume of services rendered.

If there is a period of less than 12 hours between notification of aircraft and landing or if landing takes place between 10 pm and 6 am local time an extra charge of 30 % will be invoiced on the fees for central infrastructural facilities.

#### FIX per t MTOM

##### **Position Fee**

Parking positions are considered as handling positions for the period of commercial activity;

Provision and maintenance of the areas required for aircraft handling within the scope of the areas so far developed;

The handling positions are marked and divided according to current regulations. They are technically monitored and are cleaned and maintained at regular intervals according to international regulations;

If handling is carried out by the airline itself, it is obligated to leave the parking positions in proper condition after finishing.

##### **Installations for fresh water supply, disposal of faeces and waste**

Installations for fresh water supply, disposal of faeces and solid waste are provided in the apron area (except for waste from the galley);

Provision and operation of a water station with sterilizing system and storage of fresh water for aircraft supply

Provision and operation of a faeces station for the disposal of all faeces from aircraft. Disposal is effected in accordance with the relevant regulations.

Provision and operation of particularly marked waste container systems for solid waste from aircraft.

CI fix per t MTOM (Due with landing process)	
Service	EUR/t MTOM
Position fee	4,45
Installations for fresh water supply, disposal of faeces and waste	

### Central Infrastructural Facilities per landing

Airport information and display system (FIDS)

Communication network and central technical information facilities required for rendering the ground services.

### Guiding and docking

According to § 45 of the air traffic registration regulations the airport contractor is responsible for the coordination of movements in the area not belonging to areas of the airport dedicated to flight operation. Planes are centrally guided by the apron control (central traffic service) by suitable means such as radio and follow-me vehicles.

CI per landing	
Service	EUR/Landing
Airport information and display system (FIDS)	52,30
Installations for guiding and docking of aircrafts	

## 3. Special Services Aviation

### Charge for use of counters

Planning, provision and administration of check-in counters as well as provision of storage and waiting areas in front of the check-in counters. The charges for the above mentioned services are invoiced to the respective user of the facilities.

Service	Unit	EUR
<b>Use of Check-In Counters</b> Basis for the calculation are the periods determined in the daily planning which, in each case, last until the end of boarding procedure, if no other arrangements have been made.	per started ½ h	20,40

Service	Einheit	EUR
Diversion Fee for route diversion to FMO with less than 24 h as of advance notice in writing	per operation	871,90
Cancellation Fee for flight cancellation with less than 24 h as of advance notice in writing	per operation	622,80
Fee for flight delay/early arrival of more than 3 hours and less than 24 h as of advance notice in writing	per operation	622,80

<b>Staff</b>		
Service	Unit*	EUR*
Safeguarding of aircraft	per started ½ h	29,60
Craftsmen and skilled workers	per started ½ h	34,30
Master/Technician	per started ½ h	37,80
Skilled worker health and safety regulations (external companies)	per started ½ h	69,10
Maintenance man	per started ½ h	40,70
Engineer	per started ½ h	71,60
Administrative staff	per started ½ h	44,30
Assistant	per started ½ h	29,60
*if requested between 10 pm and 6 am local time extra charge of 30 %		

<b>Charge for Services of FMO Airport Fire Brigade</b>		
Staff	Unit*	EUR*
Staff <b>middle-level</b> qualification	per started ½ h	38,90
Staff <b>upper middle-level</b> qualification (Fire Brigade Commander)	per started ½ h	49,80
Staff high-level qualification (Chief Commander)	per started ½ h	72,10
Staff <b>avocational</b> qualification	per started ½ h	27,50
*if requested between 10 pm and 6 am local time extra charge of 30 %		

<b>Fire Engine</b>		
Service/Staff	Unit*	EUR*
Leading Fire Engine	per started ½ h	46,70
Rescue Fire Engine	per started ½ h	127,70
Fire Engine with large tank/Airfield Fire Engine	per started ½ h	238,70
Equipment vehicle/- swap body vehicle system – crane Supporting Fire Engine	per started ½ h	238,70
Lifting rescue vehicle/rescue stairs	per started ½ h	238,70
Equipment vehicle/Swap body vehicle-system	per started ½ h	176,50
Various trailers(Power Supply/Recovery/Transport etc).	per started ½ h	50,30
Miscellaneous material (e.g. oil binding agent, chemical binding agent, special extinguishing agent, etc.) + disposal are to be invoiced at current price + 10 %		
*if requested between 10 pm and 6 am local time extra charge of 30 %		

<b>Services</b>		
Service/Staff	Unit	EUR
Operation due to an undefined release of a dangerous situation/fire detection	per operation	427,70
Baseless, deliberate alert	per operation	427,70
Provision of fire protection during refuelling of an aircraft with passengers on board	per operation	145,30
Provision of fire protection per start-up	per operation	145,30
Safety service during welding work including vehicle and 2 people	per started ½ h*	139,10*
Safety service according to § 8 LuftSiG/Civil Aviation Security Programme (1 employee Airport-Security)	per started ½ h*	38,90*
Inspection of fire extinguisher	per started ½ h*	30,10*
*if requested between 10 pm and 6 am local time extra charge of 30 %		*

<b>Other Special Services</b>		
Service / Staff	Unit	EUR
attendance/convoy including previous coordination	per operation	249,10
attendance of external vehicle, attendance of vehicle on airport terrain (ambulance, collector, blood/organ donation team, etc.)	per operation	39,40
blanket sets for passengers	per set	17,10
regularly recurrent fire protection instruction acc. to ASR 2.2	per operation	49,80
Training of fire protection-/evacuation assistance acc. to ASR 2.2, 4 hours	per set	160,90

## 4. GAT

### Landing Charges and Central Infrastructural Facilities

→ see Part II and III FMO GmbH

<b>GAT-Handling (oligatory)</b>		
Service	Conditions	EUR
<b>a) Standard-Package</b> <ul style="list-style-type: none"> <li>Crewtransport from/to aircraft</li> <li>Organisation of customs clearing</li> <li>Refuelling Coordination</li> <li>Crew Assistance</li> <li>Weather- and NOTAMservice</li> </ul>		
	up to 4.000 kg	36,00
	4.001 - 5.000 kg	96,00
	5.001 - 10.000 kg	207,00
	10.001 - 20.000 kg	305,00
	20.001 - 40.000 kg	519,00
	40.001 - 60.000 kg	767,00
	above 60.001 kg	891,00
<b>b) Premium-Package</b> <ul style="list-style-type: none"> <li>Passenger- and Crewtransport from/to aircraft</li> <li>Organisation of customs clearing</li> <li>Refuelling Coordination</li> <li>Crew Assistance</li> <li>Ground Equipment</li> <li>Weather- and NOTAM</li> <li>Crewrest and -briefing facilities</li> <li>Passenger Lounge</li> <li>Baggage Handling</li> <li>Coordination of pick-up, Taxi, Limousine service</li> <li>Slot Coordination support</li> <li>Hotel reservation</li> <li>Coordination Catering</li> <li>Coordination Cleaning</li> <li>Coordination of aircraft de-icing</li> <li>Apron approval for pick-up transport</li> </ul>	up to 5.000 kg	244,00
	5.001 - 15.000 kg	476,00
	15.001 - 30.000 kg	783,00
	30.001 - 50.000 kg	1.188,00
	50.001 - 70.000 kg	1.518,00
	above 70.001 kg	1.760,00
<ul style="list-style-type: none"> <li>VIP-Handling Surcharge</li> </ul>		785,00



A. GAT Aircraft Hangaring		
Service	Conditions	EUR
a) For aircraft hangaring <b>without rental contract</b> (short term hangaring) the following <b>daily charges</b> are applicable:	up to 2.000 kg	55,00
	2.001 - 6.000 kg	99,00
	6.001 - 10.000 kg	143,00
	above 10.001 kg → per started 5.000 kg add. 44,00 €	
b) For <b>hangaring and unhangaring</b> of aircraft per operation (hangaring + unhangaring altogether) <b>without rental contract for hangar parking space</b> (short term hangaring) the following conditions <b>per operation</b> are applicable:	up to 2.000 kg	39,00
	2.001 - 6.000 kg	99,00
	6.001 - 10.000 kg	154,00
	above 10.001 kg	259,00
c) For aircraft hangaring <b>with rental contract</b> (long term hangaring), <b>incl. hangaring and unhangaring</b> , the following <b>monthly conditions</b> are applicable:	up to 1.000 kg	330,00
	1.001 – 2.000 kg	500,00
	2.001 – 3.000 kg	715,00
	3.001 – 4.000 kg	790,00
	4.001 – 5.000 kg	1.050,00
	5.001 – 8.000 kg	1.230,00
	8.001 – 10.000 kg	1.800,00
	10.001 – 12.000 kg	2.600,00
	as of 12.001 kg → per started 1.000 kg	225,00
d) GAT Infrastructure (replaces variable landing charge, security fee and PRM-fee) and includes availability of crew rest- and briefing rooms as well as self briefing facilities for MET and AIS; Excluding training and familiarization flights.	2.000 - 4.000 kg	32,00
	4.001 - 5.000 kg	44,00
	5.001 - 10.000 kg	50,00
	10.001 - 15.000 kg	61,00
	15.001 - 20.000 kg	77,00
	20.001 - 30.000 kg	127,00
	30.001 - 40.000 kg	220,00
	40.001 - 50.000 kg	319,00
	50.001 - 60.000 kg	407,00
	above 60.001 kg	506,00

<b>B. GAT Handling Aircraft Hangaring</b>		
Service	Conditions	EUR
Owner ascertainment	per operation	50,00
GAT Extra Service	per operation	60,00
GAT Additional Services Catering	per operation	15,00
Passenger transport GAT to terminal/aircraft	per operation	35,00

## IV. Charges FMO Airport Services GmbH (Ground Handling Services)

### 1. General Terms and Conditions

FMO Airport Services GmbH itself or advised companies carry out the ground services indicated in the specifications of basic services and in the specification of additional services within the scope of their technical and staffing capacities.

If requested, FMO Airport Services GmbH will also render services required for aircraft handling that are not mentioned in the specification of basic services and in the specification of additional services. Such special services will be rendered depending on the availability of staff and equipment and will be charged separately.

FMO Airport Services GmbH renders the services mentioned in Part 2 by trained staff. FMO Airport Services GmbH is entitled to use the services of third parties in performing its obligations.

FMO Airport Services GmbH reserves the right to charge for services that may be required due to handling regulations and that exceed those indicated in the specifications in accordance with the schedule of fees for special services.

The airlines and FMO Airport Services GmbH support and advise each other with regard to provision of the ground services and, whenever possible, take useful recommendations of the other party into consideration.

The airlines will provide FMO Airport Services GmbH with the information and instructions required to render the services in a proper manner. If necessary, FMO Airport Services GmbH will request the corresponding information and instructions from the airlines. FMO Airport Services GmbH will pass on information contained in the airline's flight documentation to third parties only with the airline's consent, in so far as this does not conflict with legal provisions.

### Scheduled Flights

FMO Airport Services GmbH undertakes to render the ground services indicated in the specification of basic services and in the specification of additional services for the airlines' scheduled flights without previous request. Scheduled flights are such flights that are reported to FMO Flughafen Münster/Osnabrück GmbH (air traffic management) not later than 72 hours before landing.

In order to put FMO Airport Services GmbH in a position to render its services, the airlines are obligated to inform FMO Flughafen Münster/Osnabrück GmbH as early as possible of the number of flights scheduled within a flight schedule period. This information includes the type of aircraft and the version, the flight number, the planned arrival and departure times and the airport of departure as well as all significant special features which are relevant for handling. The airlines further agree to inform FMO Flughafen Münster/Osnabrück GmbH as early as possible of all changes referring to scheduled flights. This applies in particular to delays, early arrival and cancellation of flights.

### **Non-scheduled flights, special flights**

For non-scheduled flights carried out at Münster/Osnabrück Airport by the airlines or on behalf of the airlines, FMO Airport Services GmbH will also render the ground services at its earliest convenience, taking into consideration the duties already taken on – within the scope of its technical and staffing capacities. The airlines agree to announce these flights in due time.

### **Priority**

If planes that have not been announced or have been announced with delay cause an overlapping with the handling of planes of other airlines, FMO Airport Services GmbH reserves the right to handling the scheduled and announced planes with priority.

### **Documents for ground services**

The documents and information required for rendering the ground services will be placed at the disposal of FMO Flughafen Münster/Osnabrück GmbH in due time by the airlines.

### **Special assistance (emergencies)**

In emergencies (emergency landing, accident) FMO Flughafen Münster/Osnabrück GmbH will immediately take all appropriate and possible measures, even without being instructed by the airlines, in order to help passengers and crew and to protect luggage, cargo and mail carried by the aircraft against loss or damage. In case of acts of violence the provisions of § 29 of the Civil Aviation Law are to be observed.

The costs thereby incurred will be refunded to FMO Flughafen Münster/Osnabrück GmbH by the airlines.

### **Standard of ground services**

The ground handling services are rendered in accordance with the usual procedures at FMO Airport Services GmbH and in accordance with international standards.

FMO Airport Services GmbH will carry out its services with trained staff. If necessary, representatives of the airlines and of FMO Airport Services GmbH will meet in order to discuss any questions in connection with the process and quality of the ground services. For the assessment of the causes of handling problems the punctuality of the airlines is to be considered.

### **Fees and charges**

For the basic services rendered by FMO Airport Services GmbH according to the following specifications handling fees are to be paid depending on the actually used scope of services.

For additional and special services that are not included in the basic services but are used by the airlines a fee according to the following specifications is to be paid.

Set-off against counterclaims is allowed only with the consent of FMO Airport Services GmbH.

### **Adjustment of fees and charges**

FMO Airport Services GmbH is entitled to adjust the handling fees in accordance with the general development of costs or for important reasons. The airlines will be informed of the adjustments one month before they enter into force.

### **Terms of Payment**

=> see [Part I FMO GmbH](#)

### **Liability**

FMO Airport Services GmbH is not liable for damage suffered by the airlines or claims for damages raised against the airlines which have been caused in connection with the services to be rendered by FMO Airport Services GmbH, unless this damage or these claims for damages have been caused by or are justified due to intentional or gross negligent behaviour of FMO Airport Services GmbH, its staff or persons employed in performing its obligations.

The airlines indemnify FMO Airport Services GmbH against all claims by third parties, inclusive of costs charged in connection with the services taken on by FMO Airport Services GmbH, unless such claims are justified on the basis of intentional or gross negligent behaviour of FMO Airport Services GmbH, its staff or persons employed in performing its obligations.

In the individual case the liability shall not exceed the liability of the airlines to their contractual partners.

The contractual parties will be released from their obligations, if one of the parties to the contract is unable to fulfil its obligations due to strike, force majeure or other reasons beyond its control.

### **Airport regulations**

The airport regulations (FBO) in their current version are an integral part of these terms of business.

### **Other**

=> see [Part I FMO GmbH](#)

## 2. Specification of Basic Ground Services (Apron services)

1. Positioning and/or removing blocks at the nose landing gear, aircraft clamping devices, tail supports and landing-gear locking devices according to the customer's instructions.
2. Emptying of toilets and waste containers as well as replacement of chemicals in the toilets and refilling of flush water containers (chemicals are supplied by the customer or separately charged by the airport).
3. Cabin cleaning (if possible within the scheduled period of stay): Based on AHM 802, 4.11, Subsection 3.11.2
  - a) Emptying of ashtrays
  - b) Disposal of waste
  - c) Removal of waste from seat bags and compartments above the seats
  - d) Wiping of tables
  - e) Cleaning of seats and realigning of belts
  - f) Cleaning of floors and floor coverings
  - g) Emptying and cleaning of waste bins
  - h) External cleaning of galley (sink and working tops) and lavatories (wash basin, toilets, seats and mirrors)
  - i) Where necessary, removal of remainders of air sickness, food or obvious stains

Prices for night-stop cleaning are to be agreed upon separately and are based on the services requested in the individual case.

All further cleaning services beyond this scope are to be agreed upon separately.

4. Immediate reporting to the customer of all defects found on aircraft and cargo, irrespective of the question of cause and time.
5. Closing and, if necessary, securing of doors and loading hatches of the aircraft according to the customer's instructions.
6. Provision of fire protection during engine start-up by means of suitable fire fighting equipment.
7. Transport of passenger and crew loading steps along with accessories to and from the aircraft.
8. Transport of loading and unloading equipment and vehicles to and from the aircraft.
9. Unloading of luggage, cargo and mail (inclusive of the customer's comail bags) from the aircraft (except for night air mail).
10. Transportation of luggage from the aircraft to the transfer point of the central infrastructure facilities. The liability of FMO ends at the moment when the conveyor belt enters the arrival hall.
11. Transportation of cargo between aircraft and airport freight storage room.
12. Transportation of mail between aircraft and airport post office (except for night air mail.)
13. Transportation of the customer's comail bags between aircraft and the arrival hall.
14. Transportation of transfer baggage to the collecting place determined by the customer and obtaining the transfer certificate from the accepting company.

15. Transfer of luggage and cargo (inclusive of the customer's comail bags) between aircraft of the customer according to the latter's instructions (except for night air mail)
16. If requested and instructed by the customer unloading and loading of crew luggage and its transportation between aircraft and terminal or from the check-in counter to the aircraft.
17. Unloading and loading as well as transportation and storage of ballast. If requested by the customer, provision and filling of ballast tanks against extra charge.
18. Provision of ground power supply units during ground-stop time for up to 1 hour.
19. Loading of the aircraft with luggage and cargo (inclusive of the customer's mail bags) (except for night air mail).
20. Securing of load with material made available by the customer.

### **Handling fees for basic services**

For handling services rendered within the published business hours which are included in the basic services listed in the specification, fees for services concerning landing and take-off are payable according to the Schedule of Fees and Charges, plus the legal rate of value added tax.

The provision of handling staff, vehicles and equipment by the airline company without previous agreement as well as reduced or cancelled handling services due to a low load factor or other reasons beyond the airport company's control have, as a matter of principle, no effect on the handling fees.

### **Technical landing**

For technical landings (handling without change of load) no basic service fees will be charged for landing.

### **Surcharges for basic ground services of FMO Airport Services GmbH**

- a) In case of separate handling, i.e. if landing and take-off of an aircraft are no longer directly connected (overnight stay, flight cancellation, ferrying, etc.), or if the period between landing and take-off of an aircraft is longer than 90 minutes, the fees for the basic services are increased by 40% to 140%.
- b) If, after the loading process has been completed, but before completion of the total handling, partial unloading or loading takes place upon request of the airline company, the fees for basic services are increased by 100% to 200% if the aircraft takes off on the same day and the loading and unloading work is to be partially repeated.
- c) If take-off is cancelled after completed loading, the basic fees are increased by 100% to 200% because of the additional work of re-unloading.
- d) If, during the handling of a passenger aircraft, the loading or unloading volume is more than 50% of the weight of the aircraft's loading capacity for cargo or mail, the fees for the above mentioned services are increased by 25% to 125%.
- e) If the handling of a freight carrier is concerned, the fees for the above mentioned services are increased by 100% to 200%.

- f) The fees for handling of a pure freight carrier will be charged according to the corresponding MTOM category of a passenger aircraft plus the above mentioned surcharge of 100%.
- g) If handling of an in- and simultaneous outbound ferry-flight is concerned 40 % of the fees for the basic services are invoiced plus additionally requested special services.

### Further services

For further services the fees will be assessed on the basis of type and scope of the services.

### Fees Basic Ground Services

Handling fees apply to passenger aircrafts and depend on the number of seats		
Seats	per start EUR	per landing EUR
001 – 009	34,00	34,00
010 – 029	109,90	109,90
030 – 049	185,20	185,20
050 – 069	261,80	261,80
070 – 089	337,60	337,60
090 – 109	413,30	413,30
110 – 129	470,80	470,80
130 – 149	543,80	543,80
150 – 169	616,70	616,70
170 – 189	681,00	681,00
190 – 209	753,00	753,00
210 – 229	825,00	825,00
230 – 249	897,10	897,10
250 – 269	969,10	969,10
270 – 289	1.042,40	1.042,40
290 – 309	1.098,60	1.098,60
310 – 329	1.169,60	1.169,60
330 – 349	1.240,80	1.240,80
350 – 369	1.311,90	1.311,90
370 – 389	1.383,00	1.383,00
390 – 409	1.454,20	1.454,20

## Specification of Additional Services

### Push Back

1. Provision and operation of aircraft towing vehicles. The tow-bar is to be provided by the airline.
2. Pushing the aircraft out of its parking position in accordance with local regulations and instructions under the supervision of a representative of the airline (walk-out assistance).
3. Provision of Staff for walk-out assistance.

Service	Unit	EUR
Aircraft up to 20 t MTOM incl. Walk-out-Assistance	per operation	198,30
Aircraft up to 90 t MTOM incl. Walk-out-Assistance	per operation	230,60
Aircraft above 90 t MTOM incl. Walk-out- Assistance	per operation	313,60

### Towing of Aircraft

1. Provision and operation of aircraft towing vehicles. The tow-bar is to be provided by the airline.
2. Towing of the aircraft in accordance with local regulations and instructions under the supervision of a representative of the airline.

Service	Unit	EUR
Aircraft up to 20 t MTOM	per operation	161,80
Aircraft up to 90 t MTOM	per operation	191,50
Aircraft above 90 t MTOM	per operation	274,70

### De-Icing

Service	Unit	EUR
De-icer without fluid for all types of aircraft up to 5,7 MTOM, service included	per operation	470,20
De-icer without fluid for all types of aircraft above 5,7 t MTOM, service included	per operation	806,90
De-icing fluid incl. waste disposal	per liter	8,60
Hot water	per liter	0,36



## Specification of Special Services

The following services (special services) will be carried out on request, provided that the conditions required for their rendering exist. There is no legal claim to these services unless contractual obligations exist. Services and supplies not included in these specifications will be charged separately.

The minimum unit of charge for special services is the unit of charge mentioned here. In each case the charge is based on started units.

If, in connection with the provision of equipment and vehicles, it is not expressly stated that the price for operator or driver is included, a separate charge will be made for the use of staff.

<b>Staff</b>		
Service	Unit*	EUR*
Aircraft handler	per started ½ h	31,80
Shift foreman aircraft handling	per started ½ h	45,00
Works manager	per started ½ h	60,40
*if requested between 10 pm and 6 am local time extra charge of 30 %		

<b>Equipment and vehicles</b>		
Service	Unit*	EUR*
Fork lift truck	per started ½ h	64,70
Pallet truck	per started ½ h	52,10
Low lift platform	per started ½ h	345,60
Aircraft loading platform up to 7 t	per started ½ h	93,00
Main-Deck-Loader	per started ½ h	201,00
Container- or pallet transporter	per started ½ h	58,90
Conveyor belt	per started ½ h	36,00
Aircraft towing vehicle up to 5,7 t MTOM	per started ½ h	41,50
Aircraft towing vehicle up to 20 t MTOM	per started ½ h	98,00
Aircraft towing vehicle up to 90 t MTOM	per started ½ h	130,20
Aircraft towing vehicle above 90 t MTOM	per started ½ h	201,00
Toilet Service	per started ½ h	68,00
Potable Water Service	per started ½ h	64,70
GPU 28/112 V/2000 A	per started ½ h	40,60
GPU 200 V/400 Hz/90 kVA	per started ½ h	65,80
Ground Starter Unit	per operation	16,50
Passenger Boarding Stairs	per started ½ h	27,40
*if requested between 10 pm and 6 am local time extra charge of 30 %		

<b>Equipment and vehicles</b>		
Service	Unit*	EUR*
Mobile Conveyor Belt	per started ½ h	34,40
Cabin pre-heating	per started ½ h	113,40
Compressed-Air Starter	per operation	209,90
ballast 25 kg	per bag	14,80
Lashing material	per bundle	8,10
*if requested between 10 pm and 6 am local time extra charge of 30 %		

<b>Other Services</b>		
Service	Unit*	EUR*
Crew-transport to terminal/aircraft	per operation	27,40
UM-Transport with passenger bus Transition to the airline at the border of building/arrival or at aircraft	per UM	11,40
Passenger-/Visitor bus	per started ½ h	98,00
Porter Service	per item	12,60
Aircraft towing back and forth from filling station	per operation up to 2 t	21,30
equally (incl. towing vehicle)	per operation up to 6 t	41,20
equally (incl. towing vehicle)	per operation up to 10 t	60,50
equally (incl. towing vehicle)	per operation above 10 t	78,70
Tie-down of small aircraft	per operation	27,40
Positioning and removing of brake pads at main landing gear	per operation	14,00
Positioning and removing of safety cones (4 cones included)	per operation	14,00
Loading of catering supplies	per box	6,70
Unloading of catering supplies	per Box	6,70
Baggage identification	per pax	3,50
Cleaning of cockpit windows	per operation	31,80
*if requested between 10 pm and 6 am local time extra charge of 30 %		

## V. Charges FMO Passenger Services GmbH

### 1. General Terms and Conditions

→ see Part I FMO GmbH

#### **Specification of Services**

##### Passenger Handling

- Check-In of passengers according to the procedure of the respective airlines
- Boarding
- Handling of UMS, MAAS, etc.
- Supervision of all Check-Ins
- Trainings of employees
- Handling of all irregularities
- Post departure works (telexes, sorting and sending of tickets).

##### Baggage Tracing

- Dealing with all irregularities and delivery of baggage
- Lost property

##### Operations

- Compilation and provision of all flight documentation required (NOTAMs, flight schedules, weather, etc.)
- Preparation of loading documents
- Ramp handling (Supervision of loading according to the airline procedures)
- Preparation of load and trim sheets
- Maintenance of documentation (tripfiles, GOM's)
- Coordination of all work during ground time (cleaning, catering, loading and unloading, slots, etc.)
- Transmission of post-departure messages
- Handling of irregularities (diversions, cancellations)
- Contacting various airlines in case of irregularities
- Updating of various computer programmes such as e.g. in case of aircraft change

## 2. Charges

Handling of Passengers and Baggage		
Services	Unit	EUR
Complete procedure of passenger and baggage handling for the purpose of departure, including handling of the required documents	per offered seat of aircraft	5,40
System costs FMO System DCS	per passenger	0,36
System costs foreign systems DCS	per passenger	0,73
Material	per passenger	0,25
Processing of Oversales	per passenger	58,40

Additional Services		
Service	Unit	EUR
Handling – additional staff costs	per started ½ h	46,10
Security Empty Hold Check	per operation	56,70
Handling of AHL, DPR, OHD	per operation	23,40
Collecting excess baggage charges or other service charges (special seats, etc.)	per operation	20%

## VI. Charges FMO Security Services GmbH

### 1. General Terms and Conditions

→ see Part I FMO GmbH

#### Specification of Services

FMO Security Services GmbH organizes trainings and instructions according to the “Regulation (EU) 2015/1998” and the Luftsicherheitsschulungsverordnung (LuftSiSchulV) with authorized trainers under the regulations of §§ 5, 8 and 9 LuftSiG.

Trainings/Introductions are being offered for groups between 12 – max. 15 trainees. Single trainings can be agreed upon separately. The training/introduction is being finished with a test and a certificate depending on the regulations of the LuftSiSchulV. Furthermore, FMO Security Services GmbH is licensed to conduct the following trainings: 11.2.3.1 (a) and (b), 11.2.3.3, 11.2.3.4, 11.2.3.10, 11.2.3.5, 11.2.4, 11.2.5, 11.2.6, 11.2.7.

Basic trainings for trainees to air security assistant and refreshing trainings according to § 5 LuftSiG can be held on agreement.

Training			
Service	Chap. Regulation (EU) 2015/1998	Unit	EUR
a) Basic Training Airport Security Assistant; 266 UE	11.2.3.1 a	per person (min. 5 persons)	2.000,00 *
b) Basic Training Airport Security Inspection Staff; 197UE	11.2.3.1 b	per person (min. 5 persons)	1.800,00 *
c) Training of Airport Security Inspection Staff for car inspection; 46 UE	11.2.3.4 (+11.2.3.10)	per person (min. 5 persons)	600,00 *
Advanced Training; 6 UE		per person (min. 5 persons)	180,00 **
d) Training Access Control Staff; 27 UE	11.2.3.5	per person (min. 5 persons)	400,00 *
Advanced Training; 5 UE		per person (min. 5 persons)	150,00 **
e) Training Other Security Staff incl. deliveries for airport and board supplies; 5 UE	11.2.3.10	per person (min. 5 persons)	160,00 *
Advanced Training; 4 UE		per person (min. 5 persons)	130,00 **
* plus Examination Fees and Charges acc. to „Luftsicherheitsgebührenverordnung“ ** incl. Certification Fee *** Training for less than 5 persons on demand			

Training			
Service	Chap. Regulation (EU) 2015/1998	Unit	EUR
f) Apprenticeship Supervisory Staff; 36 UE	11.2.4	per person (min. 5 persons)	800,00 *
Advanced Training		per person (min. 5 persons)	150,00 **
g) Safety Advisor (i.a. for well-known suppliers); 38 UE	11.2.5	per person	750,00 *
Advanced Training; 4 UE		per person	350,00 **
h) Training Other Staff (with trainer); 4 UE		per person (min. 10 persons)	75,00
i) Training „General Security Awareness“; 2 UE	11.2.7	per person (min. 5 persons)	50,00
j) Training „Dangerous Goods“ PK-12/PK-9 incl. examination (8 UE)	IATA DGR Kap. 1.5	per person (min. 5 persons)	80,00
k) Issue/Dispatch of Duplicate of Training Certificate	-	per operation	15,00
Service	Chap. Regulation (EU) 139/2014	Unit	EUR
<b>Training Other Services:</b>			
SMS, 2 y.		per unit	60,00
Ramp Safety, 2 y.		per unit	35,00
Driving license apron theory, 2 y.		per unit	25,00
Driving license apron practise, 5 y.		per application	10,00
Driving on runway theory, 2 y.		per unit	30,00
Driving on runway practise, 5 y.		per application	25,00
Driving license; missing return		per item	25,00
Other Services			
Airport Security Assistant	-	per started. ½ h	35,00
* plus Examination Fees and Charges acc. to „Luftsicherheitsgebührenverordnung“ ** incl. Certification Fee *** Training for less than 5 persons on demand			

