

# **AS Tallinna Lennujaam**

## **CONDITIONS OF USE**

**Kuressaare airport (incl. Ruhnu aerodrome)**

**Kärdla airport**

**Pärnu airport (incl. Kihnu aerodrome)**

**Tallinn airport**

**Tartu airport**

Valid from 01.01.2024

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## 1. Interpretation

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- 1.1 For the purpose of this document AS Tallinna Lennujaam shall mean the airport company (address Tartu mnt 101, 10112 Tallinn, Estonia) that operates the following airports in Estonia:
- Tallinn airport
- Kuressaare airport, including Ruhnu aerodrome
- Kärdla airport
- Pärnu airport, including Kihnu aerodrome
- Tartu airport
- 1.2 This document excludes route air navigation and terminal navigation charges at Tallinn airport. These charges are applied by Estonian Air Navigation Services and shall be paid to Estonian Air Navigation Services.
- 1.3 This document excludes aircraft and passenger ground handling services or any other ground services.
- 1.4 "Airport company" means AS Tallinna Lennujaam as described in section 1.1.
- 1.5 "Operator", in relation to an aircraft means person or legal entity having the management of that aircraft for the time being.
- 1.6 "Charges" in this document include landing charge, parking charge, passenger charge, take-off charge, terminal navigation charge and charge for a disabled passenger or passenger with reduced mobility.
- 1.7 "Flight" means any aircraft activity between the time of take-off and the time of landing.
- 1.8 "Scheduled flight" means one flight of the series of flights (to/from airport from/to the same destination), operated in clearly stated pattern and is sold via standard GDS or accessible public internet booking engines.
- 1.9 "Maximum take-off weight" in relation to an aircraft means maximum allowed take-off weight as certified by the producer of the aircraft, approved by relevant civil aviation authority and registered in the aircraft manual (passport).
- 1.10 "Domestic flight" means a flight where the airports of both take-off and landing are within the Republic of Estonia and there is no intermediate landing outside this area.
- 1.11 "International flight" means all flights other than domestic flights.
- 1.12 "Passenger" means any person carried on an aircraft with the exception of flight crew and cabin staff operating the aircraft.
- 1.13 "Disabled passenger or passenger with reduced mobility" means any person whose mobility is limited for the purposes of using a means of transportation due to any physical (sensory or movement, permanent or temporary) or mental disability, due to age or to any other cause requiring special attention and adaptation to his/her needs of the services that are available to all passengers.
- 1.14 "Transfer passenger" is defined as a passenger having an onward journey on a connecting flight within 24 hours and passenger does not return to the same airport on the two-way journey.
- 1.15 "Transit passenger" means a passenger who arrives at the airport and continues its journey with the same aircraft (the flight number does not change).
- 1.16 "Based operator" means the operator which has concluded the aircraft base agreement with the airport company according to the general conditions of this document.

- 1.17 "Based aircraft" means the aircraft operated by based operator for which the payment of airport charges are settled according to the valid aircraft base agreement.
- 1.18 "The time of landing" means the time recorded by the Airport company as the time of touch down of an aircraft at the airport and 'the time of take-off' means the time recorded by the Airport Company as the time when the aircraft releases brakes on runway for starting take-off.
- 1.19 "Non-commercial flight" means any flight that does not involve the carriage of passengers, cargo or mail for hire or reward.
- 1.20 "Season" means one half year, which starts on last Sunday of March 00:00 local time and ends on last Saturday of October 24:00 local time in the same year or one half year, which starts on last Sunday of October 00:00 local time and ends on last Saturday of March 24:00 local time next year.
- 1.21 If interpreting differences between original Estonian version of this document, then Estonian text shall prevail.

## **2. General conditions**

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- 2.1 AS Tallinna Lennujaam Conditions of Use refers to the Aviation Act § 59 of the Republic of Estonia.
- 2.2 The operator shall pay the applied charges for the landing, passengers, disabled passenger or passenger with reduced mobility and parking, take-off and terminal navigation as set out in this document. The operator shall pay for any supplies, services or facilities provided to him or to the aircraft at the airport before the aircraft leaves the airport.
- 2.3 The airport company may, at its sole discretion, permit the operator to pay the sums referred to in paragraph 2.2 either:
- in accordance with terms of payment agreed in advance and writing between the airport company and the operator, or
  - in accordance with terms of payment included in the invoice for such charges rendered by the airport company to the operator;
- Provided that the operator fails to make any payment in accordance with the terms of any such agreement or the terms of any such invoice then all such sums shall become immediately payable in cash.
- 2.4 The Airport company or the person appointed in written form by the airport company has the right to refuse to provide airport services to the aircraft in case the applicable charges related to the last landing at the airport, parking or departure from the airport have not been paid or no warrant has been presented to guarantee the payment. All costs related to calling in debts shall be paid by the aircraft operator.
- 2.5 The operator or its appointed handling agent shall provide the airport company with information relating to movements of its aircraft or aircraft handled by the agent at the airport within 24 hours of each of those movements, including information about the number of departing and arriving passengers, transit and transfer passengers and the

volume of cargo and mail loaded/unloaded at the airport, together with the name and address of the operator who is to be invoiced.

- 2.6 Tallinn airport shall sign the aircraft base agreements with operators possessing a valid Air Operator Certificate (AOC) issued by Estonian Transport Administration. Tallinn airport reserves the right to make exceptions to current conditions to the carriers possessing a valid Air Operator Certificate (AOC) issued in foreign countries and which perform commercial flights to/from the airport. These cases will be treated separately.
- 2.7 The airport company reserves the right at any time upon giving notice to amend, vary or discharge any of the terms and conditions of use set out hereby.
- 2.8 Discounts shall only be applied to operators that have no overdue payments. Applications to qualify for the discount must be presented directly to the airport where the flights shall be operated. Contacts: see Appendix 1.
- 2.9 Airport company is liable for any direct damage arising from the provision of services by Airport company where it can be proven that such damage was caused by the wilful misconduct or negligence of Airport company. The burden of proof lies with the party making the claim. Airport company is not liable for any consequential or indirect loss or damage, loss or damage of a purely economic nature, or any loss or damage which could not reasonably have been foreseen by Airport company. Airport company must be notified of the occurrence of the damage (the basis for compensation for the damage) in writing within twenty (20) calendar days of the occurrence of the event. In no event can Airport company be held liable for any accidents or damage caused by third parties (including, but not limited to, air navigation service providers, ground handling service providers or other operators and persons staying at, using, providing or consuming services at airports and/or airfields and/or infrastructure managed by Airport company).

Airport company is exempted from the obligation to compensate for damages and from liability if the breach or non-performance of the obligations is due to specific grounds for exemption. Events that are unusual and affect operations, which could not have been foreseen by Airport company or which are beyond the control and influence of Airport company, or the effects of which could not reasonably have been avoided or overcome, are deemed to be sufficient reasons for exemption from liability (force majeure). Examples of such events may include war, unrest, foreign currency restrictions, government regulations and orders, export bans, natural disasters, severe weather conditions, interruption of traffic, data communications or power distribution, shortage of transportation, general shortage of materials, power supply restrictions, labour dispute, fire or any other unusual event with the same effect beyond the control of Airport company, including errors or delays in subcontractor deliveries for the above reasons. In the event of a delay in the fulfilment of the commitments of Airport company for any of the above reasons, the deadline for the fulfilment of the commitments shall be extended by such period as is deemed reasonable having regard to all the circumstances of the case.

### **3. Applying for the use of the airports**

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- 3.1 The operator must in written submit schedules at least 60 office days before starting scheduled flights to and from the airport. Notifications for altering minor details in the schedules must be submitted at least 30 office days before enforcing relevant changes. Contacts: see Appendix 1.
- 3.2 The operator must in written settle the details of payment for scheduled flights to and from the airport at least 5 office days before starting the service.

3.3 When applying for the permission to commence a service falling within terms of this Conditions Of Use, authorised documents attesting registration number, maximum take-off weight and seating capacity of operators aircraft (for this service) must be provided.

## **4. Payments**

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- 4.1 Payments for airport charges from non-scheduled traffic operators, who do not have written agreements with airport company can be made in cash or credit cards at Tallinn airport to Tallinn Airport GH turnaround coordinator or to the airport representative in other airports mentioned in this document. Contacts: see Appendix 1.
- 4.2 When receiving payments for airport charges and other services and goods in a currency other than euro (EUR) the selling rate of Swedbank of the relevant currency on the same day shall be used.
- 4.3 Payments for route air navigation and terminal navigation charges at Tallinn airport can be made in cash or credit cards to Tallinn Airport GH aircraft turnaround coordinator or according to the agreement between Estonian Air Navigation Services and the client. Contacts: See Appendix 1. Payments for Terminal navigation charges at other airports shall be made in cash or credit cards at the respective airport.
- 4.4 Charges for diplomatic flights can be paid by bank transfer if relevant diplomatic mission in Estonia submits a letter of guarantee to the airport company.
- 4.5 Airport invoices must be paid by the date as indicated on the invoice.
- 4.6 In case of delay with payments the Airport company is allowed to require an interest of 0,07% of unpaid sum a day, if there is no other agreement, and refuse to provide services to this client until the payment of debts.

## **5. Exemptions from airport charges**

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- 5.1 The following exemptions from airport charges apply for:
- a flight relating to a visit of importance for the Republic of Estonia in terms of foreign policy, provided that the Ministry of Foreign Affairs has confirmed the status of the flight;
  - Search- and rescue flights authorised by the appropriate competent body;
  - humanitarian flights authorised by the appropriate competent body;
  - flights performed for the purposes of ensuring inviolability or protection of Estonian airspace;
  - flights related to the operations of the Defence Forces, customs and police;
  - flights performed for the purpose of checking the telecommunications, surveillance or navigation equipment used or intended to be used upon the provision of air traffic services;
  - return flights to the aerodrome or heliport of departure due to technical reasons or adverse weather conditions;
  - flights performed by foreign state aircraft on the basis of the principle of reciprocity;
  - flights in Estonian airspace performed on the basis of the Open Skies agreement;
- 5.2 In order to qualify for the exemption from the charges, the relevant information which is the basis for the exemption must be indicated in the flight plan.
- 5.3 A government agency into whose area of government the areas of activities related to the flights exempt from charges levied for use for aerodrome services belong notifies

the service provider in advance of the planned flights exempt from service charges and pays the service provider for the flights exempt from the charges. The failure to perform the notification obligation does not exempt from the obligation to pay for the service.

- 5.4 Passenger charges are not applied to:
- a child under two years of age if the child is travelling without a separate ticket;
  - a person who is appointed to check the aircraft or the equipment or crew thereof, or flies to perform such;
  - crew members of an aircraft in connection with their duties;
  - participants in search, rescue or training flights.

## **6. Value Added Tax**

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- 6.1 All flights are subject to value added tax according to Value Added Tax Act of the Republic of Estonia.

## **7. Enquiries**

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- 7.1 All enquiries regarding this document should be addressed in writing to the airport company or directly to the respective airport. Contacts: see Appendix 1.

## **8. Tallinn airport charges**

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Charges applied at Tallinn Airport include landing charge, passenger charge and parking charge and charge for a disabled passenger or passenger with reduced mobility. For exemptions, please refer to p. 5.

### **8.1 Landing charge**

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- 8.1.1 Landing charge is charged for aircraft landing at the airport for every 1000 kgs of maximum take-off weight or a part thereof\* according to the following principle:

International flight	7,50 EUR / 1000 kg
Domestic flight	7,50 EUR / 1000 kg

\* Example – if aircraft weighs 750 kg, then its weight is rounded up to 1000 kg; if aircraft weighs 1000 kg then its weight is rounded up to 3000 kg

### **8.2 Passenger charge**

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- 8.2.1 Passenger charge is charged for every departing passenger.  
8.2.2 Operator pays passenger charge to the airport on behalf of passengers.  
8.2.3 Passenger charge is charged as follows:

International flight	10,50 EUR per departing passenger
Domestic flight	10,50 EUR per departing passenger

- 8.2.4 Discount for transit and transfer passengers

100% discount from passenger charge is applicable to transit and transfer passengers.

- 8.2.5 Discount for ambulance flights

100 % discount from passenger charge is applicable to passengers on the ambulance flights.

## 8.3 Parking charge

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8.3.1 Aircraft parking period shall start when the aircraft reaches the parking position (onblock time) and shall end when the aircraft leaves the parking position (off-block time).

8.3.2 During the parking period no parking charge is charged from aircraft parking:

8.3.1.1 less than 6 hours - all-cargo aircraft (based on aircraft arrival)

8.3.1.2 less than 3 hours - all other aircraft

8.3.3 If parking longer than established in point 8.3.2. the parking charge is being taken for the parking of the aircraft in any area of the territory of the airport, calculated per 1000 kg of the aircraft maximum take-off weight (rounded up) per every started 24 hour period as following:

Non -based aircraft 1,53 EUR, but not less than 9,20 EUR

Based aircraft 0,64 EUR, but not less than 3,83 EUR

8.3.4 Parking charge discount

25% discount from parking charge is applicable to scheduled passenger flights operated by aircraft not based in Tallinn airport.

## 8.4 Charge for a disabled passenger or passenger with reduced mobility

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8.4.1 Charge for a disabled passenger or passenger with reduced mobility is charged for every departing passenger.

8.4.2 Operator pays charge to the airport on behalf of passengers.

8.4.3 Charge for a disabled passenger or passenger with reduced mobility is charged as follows:

International flight 0,30 EUR per departing passenger

Domestic flight 0,30 EUR per departing passenger

8.4.4 100% discount from the charge for a disabled passenger or passenger with reduced mobility will be applied to:

- participants in search, rescue, or training flights
- transit passengers
- a person who is appointed to check the aircraft or the equipment or crew thereof, or flies to perform such.
- crew members of an aircraft in connection with their duties.
- passengers on the ambulance flights.

8.4.5 This service is provided in accordance with the conditions as set out in Regulation (EC) No 1107/2006 of the European Parliament and Airport Company's procedure QRT-E-K-02 „Handling of the disabled passengers and passengers with reduced mobility at Tallinn airport“.

## 8.5 Discounts

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Route support scheme for scheduled flights is described in a separate document. For more details please contact [airlinerelations@tll.aero](mailto:airlinerelations@tll.aero)



## **9. Kuressaare airport and Ruhnu aerodrome charges**

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Charges applied at Kuressaare airport include landing charge, passenger charge, parking charge, take-off charge and terminal navigation charge.

Charges applied at Ruhnu aerodrome include landing charge, passenger charge and parking charge.

For exemptions, please refer to p. 5 and for available discounts p. 9.6.

### **9.1 Landing charge**

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9.1.1 Landing charge is charged for aircraft landing operations at the airport for every 1000 kgs of maximum take-off weight (MTOW) or a part thereof\* according to the following principle:

#### **Kuressaare**

International flight	7,50 EUR/ 1000 kg
Domestic flight	7,50 EUR/ 1000 kg

#### **Ruhnu**

International flight	7,50 EUR/1000 kg
Domestic flight	7,50 EUR/ 1000 kg.

\* Example – if aircraft weighs 750 kg then its weight is rounded up to 1000 kg; if aircraft weighs 1000 kg then its weight is rounded up to 3000 kg

9.1.2 In case of using Kuressaare airport outside official airport operating hours the following surcharge will be applied per landing:

Aircraft with MTOW up to 2700 (incl) kg	31,96 EUR
Aircraft with MTOW from 2701(incl) kg	63,91 EUR

9.1.3 Surcharge as described in point 9.1.2 is applied if air traffic services have been previously requested. The surcharge will also be applicable if an aircraft lands during official business hours but the requested air traffic services are provided outside the official business hours.

### **9.2 Passenger charge**

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9.2.1 Passenger charge is charged for every departing passenger.

9.2.2 Operator pays passenger charge to the airport on behalf of passengers.

9.2.3 Passenger charge is charged as follows:

#### **Kuressaare**

International flight	8,40 EUR per departing passenger
Domestic flight	8,40 EUR per departing passenger

#### **Ruhnu**

International flight	5,40 EUR per departing passenger
Domestic flight	5,40 EUR per departing passenger

### 9.3 Parking charge

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9.3.1 Aircraft parking period shall start when the aircraft reaches the parking position (onblock time) and shall end when the aircraft leaves the parking position (off-block time).

9.3.2 During the parking period no parking charge is charged from aircraft parking:

9.3.1.1 less than 6 hours – all-cargo aircraft (based on aircraft arrival)

9.3.1.2 less than 3 hours – all other aircraft

9.3.3 If parking longer than established in point 9.3.2. the parking charge is being taken for the parking of the aircraft in any area of the territory of the airport, calculated per 1000 kg of the aircraft maximum take-off weight (rounded up) per every started 24 hour period as following:

**Kuessaare**

Non-based aircraft 1,28 EUR, but not less than 2,56 EUR

Based aircraft 0,64 EUR

**Ruhnu**

Non-based aircraft 0,64 EUR

### 9.4 Take-off charge

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9.4.1 Take-off charge is applied at Kuessaare airport for take-offs outside official airport operating hours and provided that air traffic services have been previously requested.

Take-off charge is applied also in case if aircraft takes off during official business hours, but airport will start to provide flight information service outside the official business hours.

9.4.2 Take-off charge is applied as follows:

International flight 89,48 EUR

Domestic flight 89,48 EUR

### 9.5 Terminal Navigation charge

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9.5.1 A terminal navigation charge is a charge to be paid for a flight in a terminal control area, control zone or flight information zone of an airport and using air traffic control services and/or flight information service.

9.5.2 Terminal Navigation charge is applied for landings at Kuessaare airport with aircraft with MTOW more than 500 kg. The charge is determined according to the following formula:

$$T = p \times w$$

whereas T is the terminal navigation charge with two decimals,

p is the unit price as follows

international flight	p = 104,86 EUR
domestic flight	p = 104,86 EUR

and w is the aircraft MTOW ( $w = \sqrt{\text{MTOW} : 50}$ , where MTOW is in tons with three decimals).

9.5.3 Terminal navigation charge will not be paid for aircraft departing from an airport.

9.5.4 The terminal navigation charge is not collected for flights of aircraft flying in terminal control area of an airport without landing provided that the route air navigation charge is paid.

- 9.5.5 Aircraft conducting low approaches and touch-and-go landings shall pay a sum of the charges as set out in p.9.5.2 equal to one landing.

## 9.6 Discounts

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### 9.6.1 Discount for training flights

30% discount from landing charge and terminal navigation charge is applied to all aircraft performing training flights.

For aircraft conducting low approaches and touch-and-go landings the total of the landing charge and terminal navigation charge is equal to one landing.

In case of touch-and-go landings landing charge and terminal navigation charge is applied after each fifth touch-and-go.

In case of conducting low approaches, terminal navigation charge is applied after each fifth low approach.

In case of performing training flights outside airport official operating hours and provided that flight information service has been previously requested 50% discount of the published landing surcharge and take-off charge will be applied.

### 9.6.2 Discount for aircraft with MTOW up to 2700 (incl) kg.

100% discount from passenger charge is applied to aircraft with MTOW up to 2700(incl) kg.

### 9.6.3 Discount for ambulance flights

100 % discount from emergency charge is applicable to passengers on the ambulance flights.

## 10. Kärdla airport charges

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Charges applied at Kärdla airport include landing charge, passenger charge, parking charge, take-off charge and terminal navigation charge.

For exemptions please refer to p. 5 and for available discounts p.10.6.

### 10.1 Landing charge

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10.1.1 Landing charge is charged for aircraft landing operations at the airport for every 1000 kgs of maximum take-off weight (MTOW) or a part thereof\* according to the following principle:

International flight	7,50 EUR/1000 kg
Domestic flight	7,50 EUR/1000 kg

\* Example – if aircraft weighs 750 kg then its weight is rounded up to 1000 kg; if aircraft weighs 1000 kg then its weight is rounded up to 3000 kg

10.1.2 In case of using Kärdla airport outside official airport operating hours the following surcharge will be applied per landing:

Aircraft with MTOW up to 2700 (incl) kg	31,96 EUR
Aircraft with MTOW from 2701 (incl) kg	63,91 EUR

10.1.3 Surcharge as described in point 10.1.2 is applied if flight information service has been previously requested. Surcharge is applied also in case if aircraft lands during official business hours, but airport will start to provide requested service outside the official business hours.

## 10.2 Passenger charge

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10.2.1 Passenger charge is charged for every departing passenger.

10.2.2 Operator pays passenger charge to the airport on behalf of passengers.

10.2.3 Passenger charge is charged as follows:

International flight	8,40 EUR per departing passenger
Domestic flight	8,40 EUR per departing passenger

## 10.3 Parking charge

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10.3.1 Aircraft parking period shall start when the aircraft reaches the parking position (on-block time) and shall end when the aircraft leaves the parking position (off-block time).

10.3.2 During the parking period no parking charge is charged from aircraft parking

10.3.2.1 less than 6 hours – all-cargo aircraft (based on aircraft arrival)

10.3.2.2 less than 3 hours – all other aircraft

10.3.3 If parking longer than established in point 10.3.2. the parking charge is being taken for the parking of the aircraft in any area of the territory of the airport, calculated per 1000 kg of the aircraft maximum take-off weight (rounded up) per every started 24 hour period as following:

Non-based aircraft	1,28 EUR, but not less than 2,56 EUR
Based aircraft	0,64 EUR

## 10.4 Take-off charge

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10.4.1 Take-off charge is applied at Kärdla airport for take-offs outside official airport operating hours and provided that flight information service has been previously requested.

Take-off charge is applied also in case if aircraft takes off during official business hours, but airport will start to provide flight information service outside the official business hours.

10.4.2 Take-off charge is applied as follows:

International flight	89,48 EUR
Domestic flight	89,48 EUR

## 10.5 Terminal navigation charge

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10.5.1 A terminal navigation charge is a charge to be paid for a flight in a terminal control area, control zone or flight information zone of an airport and using air traffic control services and/or flight information service.

10.5.2 Terminal Navigation charge is applied for landings at Kärdla airport with aircraft with MTOW more than 500 kg. The charge is determined according to the following formula:

$$T = p \times w$$

whereas T is the terminal navigation charge with two decimals,  
p is the unit price as follows:

International flight	p =104,86 EUR
Domestic flight	p =104,86 EUR

and w is the aircraft MTOW ( $w = \sqrt{\text{MTOW} : 50}$ , where MTOW is in tons with three decimals).

10.5.3 Terminal navigation charge will not be paid for aircraft departing from an airport.

10.5.4 The terminal navigation charge is not collected for flights of aircraft flying in terminal control area of an airport without landing provided that the route air navigation charge is paid.

10.5.5 Aircraft conducting low approaches and touch-and-go landings shall pay a sum of the charges as set out in p.10.5.2 equal to one landing.

## 10.6 Discounts

### 10.6.1 Discount for training flights

30% discount from landing charge and terminal navigation charge is applied to all aircraft performing training flights.

For aircraft conducting low approaches and touch-and-go landings the total of the landing charge and terminal navigation charge is equal to one landing.

In case of touch-and-go landings landing charge and terminal navigation charge is applied after each fifth touch-and-go.

In case of conducting low approaches, terminal navigation charge is applied after each fifth low approach.

In case of performing training flights outside airport official operating hours and provided that flight information service has been previously requested 50% discount of the published landing surcharge and take-off charge will be applied.

### 10.6.2 Discount for aircraft with MTOW up to 2700(incl) kg.

100% discount from passenger charge is applied to aircraft with MTOW up to 2700(incl) kg.

### 10.6.3 Discount for ambulance flights

100 % discount from emergency charge is applicable to passengers on the ambulance flights.

## 11. Pärnu airport and Kihnu aerodrome charges

Charges applied at Pärnu airport include landing charge, passenger charge, parking charge, take-off charge and terminal navigation charge.

Charges applied at Kihnu airport include landing charge, passenger charge and parking charge.

For exemptions please refer to p. 5 and for available discounts p.11.6.

### 11.1 Landing charge

11.1.1 Landing charge is charged for aircraft landing operations at the airport for every 1000 kgs of maximum take-off weight (MTOW) or a part thereof\* according to the following principle:

#### Pärnu

International flight	7,50 EUR/1000 kg
Domestic flight	7,50 EUR/ 1000 kg

### **Kihnu**

International flight	7,50 EUR / 1000 kg
Domestic flight	7,50 EUR / 1000 kg

\* Example – if aircraft weighs 750 kg then its weight is rounded up to 1000 kg; if aircraft weighs 1000 kg then its weight is rounded up to 3000 kg

11.1.2 In case of using Pärnu airport outside official airport operating hours the following surcharge will be applied per landing:

Aircraft with MTOW up to 2700 kg	31,96 EUR
Aircraft with MTOW from 2701 kg	63,91 EUR

11.1.3 Surcharge as described in point 11.1.2 is applied if flight information service has been previously requested. Surcharge is applied also in case if aircraft lands during official business hours, but airport will start to provide requested service outside the official business hours.

## **11.2 Passenger charge**

---

11.2.1 Passenger charge is charged for every departing passenger.

11.2.2 Operator pays passenger charge to the airport on behalf of passengers.

11.2.3 Passenger charge is charged as follows:

### **Pärnu**

International flight	8,40 EUR per departing passenger
Domestic flight	8,40EUR per departing passenger

### **Kihnu**

International flight	5,40 EUR per departing passenger
Domestic flight	5,40 EUR per departing passenger

## **11.3 Parking charge**

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11.3.1 Aircraft parking period will begin when the aircraft reaches the parking position (on-block time) and ends when the aircraft leaves the parking position (off-block time).

11.3.2 During the parking period no parking charge is charged from aircraft parking

11.3.2.1 less than 6 hours – all-cargo aircraft (based on aircraft arrival)

11.3.2.2 less than 3 hours - all other aircraft

11.3.3 If parking longer than established in point 11.3.2. the parking charge is being taken for the parking of the aircraft in any area of the territory of the airport, calculated per 1000 kg of the aircraft maximum take-off weight (rounded up) per every started 24 hour period as following:

### **Pärnu**

Non-based aircraft	1,28 EUR, but not less than 2,56 EUR
Based aircraft	0,64 EUR

### **Kihnu**

Non-based aircraft	0,64 EUR
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## 11.4 Take-off charge

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11.4.1 Take-off charge is applied at Pärnu airport for take-offs outside official airport operating hours and provided that flight information service has been previously requested.

Take-off charge is applied also in case if aircraft takes off during official business hours, but airport will start to provide flight information service outside the official business hours.

11.4.2 Take-off charge is applied as follows:

International flight	89,48 EUR
Domestic flight	89,48 EUR

## 11.5 Terminal navigation charge

---

11.5.1 A terminal navigation charge is a charge to be paid for a flight in a terminal control area, control zone or flight information zone of an airport and using air traffic control services and/or flight information service.

11.5.2 Terminal navigation charge is applied for landings at Pärnu airport with aircraft with MTOW more than 500 kg. The charge is determined according to the following formula:

$$T = p \times w$$

whereas T is the terminal navigation charge with two decimals,  
p is the unit price as follows:

International flight	p =104,86 EUR
Domestic flight	p =104,86 EUR

and w is the aircraft MTOW ( $w = \sqrt{\text{MTOW} : 50}$ , where MTOW is in tons with three decimals).

11.5.3 Terminal navigation charge will not be paid for aircraft departing from an airport.

11.5.4 The terminal navigation charge is not collected for flights of aircraft flying in terminal control area of an airport without landing provided that the route air navigation charge is paid.

11.5.5 Aircraft conducting low approaches and touch-and-go landings shall pay a sum of the charges as set out in p.11.5.2 equal to one landing.

## 11.6 Discounts

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### 11.6.1 Discount for training flights

30% discount from landing charge and terminal navigation charge is applied to all aircraft performing training flights.

For aircraft conducting low approaches and touch-and-go landings the total of the landing charge and terminal navigation charge is equal to one landing.

In case of touch-and-go landings landing charge and terminal navigation charge is applied after each fifth touch-and-go. In case of conducting low approaches terminal navigation charge is applied after each fifth low approach. In case of performing training flights outside airport official operating hours and provided that flight information service has been previously requested 50% discount of the published landing surcharge and take-off charge will be applied.

### 11.6.2 Discount for aircraft with MTOW up to 2700(incl) kg.

100% discount from passenger charge is applied to aircraft with MTOW up to 2700(incl) kg.

### 11.6.3 Discount for ambulance flights

100 % discount from emergency charge is applicable to passengers on the ambulance flights.

## 12. Tartu airport charges

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Charges applied at Tartu airport include landing charge, passenger charge, parking charge, take-off charge and terminal navigation charge.

For exemptions please refer to p. 5 and for available discounts p.12.6.

### 12.1 Landing charge

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12.1.1 Landing charge is charged for aircraft landing operations at the airport for every 1000 kgs of maximum take-off weight (MTOW) or a part thereof\* according to the following principle:

International flight	7,50 EUR / 1000 kg
Domestic flight	7,50 EUR / 1000 kg

\* Example – if aircraft weighs 750 kg then its weight is rounded up to 1000 kg; if aircraft weighs 1000 kg then its weight is rounded up to 3000 kg.

12.1.2 In case of using Tartu airport outside official airport operating hours the following surcharge will be applied per landing:

Aircraft with MTOW up to 2700(incl) kg	31,96 EUR
Aircraft with MTOW from 2701(incl) kg	63,91 EUR

12.1.3 Surcharge as described in point 12.1.2 is applied if air traffic services have been previously requested. Surcharge is applied also in case if aircraft lands during official business hours, but airport will start to provide requested service outside the official business hours.

### 12.2 Passenger charge

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12.2.1 Passenger charge is charged for every departing passenger.

12.2.2 Operator pays passenger charge to the airport on behalf of passengers.

12.2.3 Passenger charge is charged as follows:

International flight	8,40 EUR per departing passenger
Domestic flight	8,40 EUR per departing passenger

### 12.3 Parking charge

---

12.3.1 Aircraft parking period shall start when the aircraft reaches the parking position (on-block time) and shall end when the aircraft leaves the parking position (off-block time).

12.3.2 During the parking period no parking charge is charged from aircraft parking:



12.3.2.1 less than 6 hours – all-cargo aircraft (based on aircraft arrival)

12.3.2.2 less than 3 hours – all other aircraft

12.3.3 If parking longer than established in point 12.3.2. the parking charge is being taken for the parking of the aircraft in any area of the territory of the airport, calculated per 1000 kg of the aircraft maximum take-off weight (rounded up) per every started 24 hour period as following:

Non-based aircraft 1,28 EUR, but not less than 2,56 EUR  
Based aircraft 0,64 EUR

## 12.4 Take-off charge

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12.4.1 Take-off charge is applied at Tartu airport for take-offs outside official airport operating hours and provided that air traffic services have been previously requested.

Take-off charge is applied also in case if aircraft takes off during official business hours, but airport will start to provide air traffic control service outside the official business hours.

12.4.2 Take-off charge is applied as follows:

International flight 89,48 EUR  
Domestic flight 89,48 EUR

## 12.5 Terminal navigation charge

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12.5.1 A terminal navigation charge is a charge to be paid for a flight in a terminal control area, control zone or flight information zone of an airport and using air traffic control services and/or flight information service.

12.5.2 Terminal navigation charge is applied for landings at Tartu airport which is based on the maximum take-off weight of the aircraft and the charge is determined in accordance with the following formula:

$$T = p \times w$$

whereas T is the terminal navigation charge with two decimals,  
p is the unit price as follows:

International flight	p = 139,91 EUR*
Domestic flight	p = 139,91 EUR*

and w is the aircraft MTOW  $w = (MTOW: 50)^{0.7}$ , where MTOW is in tons with three decimals).

12.5.3 A discount of 50% is applied to the terminal navigation charges for school flight (flight performed by student as a trainee of pilot within the frames of a training programme) performed by terminal control area and control zone under the following circumstances:

12.5.3.1 The school flight and/or appropriate training programme has been pre-coordinated with the Flight Data Office (FDO) of Estonian Air Navigation Services in written form:

Tel: +372 625 8246

Fax: +372 625 8202

AFS: EETTZDZX

12.5.3.2 The filled flight plan contains the following remark: "RMK/SCHOOLFLIGHT".

12.5.4 Terminal navigation charge will not be paid for aircraft departing from an airport.

12.5.5 The terminal navigation charge is not collected for flights of aircraft flying in terminal control area of an airport without landing provided that the route air navigation charge is paid.

12.5.6 Aircraft conducting low approaches and touch-and-go landings shall pay a sum of the charges as set out in p.12.5.2 equal to one landing.

\* Terminal navigation service is provided by Estonian Air Navigation Services. Terminal navigation charges, conditions and discounts are listed herein have informative purposes.

## **12.6 Discounts**

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### **12.6.1 Discount for aircraft with MTOW up to 2 700(incl.) kg.**

100% discount from passenger charge is applied to aircraft with MTOW up to 2700(incl.) kg.

### **12.6.2 Discount for school and training flights**

30% discount from landing charge is applied to all aircraft performing school and training flights.

In case of performing school or training flights outside airport official operating hours

50% discount of the published landing surcharge and take-off charge will be applied.

In case touch and go landings are carried out at the airport, the landing charge is applied as a one-time charge after the last landing of the aircraft.

### **12.6.3 Discount for ambulance flights**

100 % discount from emergency charge is applicable to passengers on the ambulance flights.

## Appendix 1 Contacts

<p><b>Tallinn Airport AS</b> Address</p> <p>Telephone E-mail Website</p>	<p>Tartu mnt 101, 10112 Tallinn, Estonia +372 605 8700 administration@tll.aero <a href="http://www.tallinn-airport.ee">www.tallinn-airport.ee</a></p>
<p><b>Airline relations/Network development</b> E-mail</p> <p><b>Accounting</b> E-mail</p> <p><b>Airport Operations Center</b> General e-mail (for operational communications only)</p> <p><b>Airside coordinator (24/7)</b> Telephone E-mail: For operational communications only For messages (MVT/LDM/ASM/SSM etc.): SITA: AFTN:</p> <p><b>Passenger terminal coordinator (05:00-01:00)</b> Telephone: E-mail: SITA (for PRM messages): E-mail (for PRM messages):</p> <p><b>Service request and flight handling 24 h (Tallinn Airport GH)</b> Telephone E-mail SITA</p> <p><b>Schedule facilitator for regular-; charter and cargo flights</b> ACD- Airport Coordination Denmark Webpage: Flight schedules (Times in UTC; format IATA SMA)</p>	<p><a href="mailto:airlinerelations@tll.aero">airlinerelations@tll.aero</a></p> <p><a href="mailto:finance@tll.aero">finance@tll.aero</a></p> <p><a href="mailto:APOC@tll.aero">APOC@tll.aero</a></p> <p>+372 605 8461</p> <p><a href="mailto:airside@tll.aero">airside@tll.aero</a> <a href="mailto:tllxt8x@tll.aero">tllxt8x@tll.aero</a> TLLXT8X EETNZXZX</p> <p>+372 605 8844 <a href="mailto:terminal@tll.aero">terminal@tll.aero</a> TLLXT8X <a href="mailto:iira.kork.prm@tll.aero">iira.kork.prm@tll.aero</a></p> <p>+372 605 8421 handling@tll.aero TLLGH8X</p> <p><a href="http://www.airportcoordination.com">www.airportcoordination.com</a> <a href="mailto:scr@airportcoordination.com">scr@airportcoordination.com</a></p>
<p><b>Kuressaare airport, Ruhnu aerodrome</b> Address</p> <p>Telephone Fax E-mail:</p> <p><b>Flight information service</b> Telephone Fax E-mail</p> <p><b>Ruhnu aerodrome</b> Telephone E-mail</p>	<p>Roomassaare tee 1 93 815 Kuressaare, Saaremaa, Estonia +372 453 0313 +372 453 0340 <a href="mailto:kuressaare.kassa@tll.aero">kuressaare.kassa@tll.aero</a></p> <p>+372 453 0315 +372 453 0314 <a href="mailto:tower@eeke.ee">tower@eeke.ee</a></p> <p>+372 453 3824 <a href="mailto:ruhnu@tll.aero">ruhnu@tll.aero</a></p>

Website	<a href="http://www.kuressaare-airport.ee">www.kuressaare-airport.ee</a>
<b>Kärdla airport</b> Address  Telephone Fax <b>Flight Information Service</b> Telephone E-mail Website	Hiessaare 92301 Pühalepa vald, Hiiumaa, Estonia +372 46 31003 +372 46 31003  +372 46 31002 allan.mall@tll.aero <a href="http://www.hiiumaa.ee/airport">www.hiiumaa.ee/airport</a>
<b>Pärnu airport, Kihnu aerodrome</b> Address  Telephone E-mail <b>Accounting</b> Telephone Fax <b>Flight information service</b> Telephone E-mail <b>Kihnu airport</b> Telephone Website	Eametsa küla, Sauga vald 85001 Pärnu maakond, Estonia  +372 447 5000 <a href="mailto:eepu@eepu.ee">eepu@eepu.ee</a>  +372 447 5001 +372 447 5002  +372 447 5008 <a href="mailto:parnu.ats@tll.aero">parnu.ats@tll.aero</a>  +372 446 9946 <a href="http://www.parnu-airport.ee">www.parnu-airport.ee</a>
<b>Tartu airport</b> Address  Telephone Fax E-mail <b>Meteo</b> Telephone Fax E-mail Environment Agency Website	Lennu tn 44, Reola küla Kambja vald 61707 Tartu maakond +372 730 9210 +372 730 9216 <a href="mailto:tartu.info@tll.aero">tartu.info@tll.aero</a>  +372 730 9213 +372 730 9214 <a href="mailto:Tartu.meteo@tll.aero">Tartu.meteo@tll.aero</a> <a href="mailto:eetu.vaatleja@envir.ee">eetu.vaatleja@envir.ee</a> <a href="http://www.tartu-airport.ee">www.tartu-airport.ee</a>
<b>Estonian Air Navigation Services</b> Address  Telephone Fax E-mail <b>Briefing office</b> Telephone Fax E-AIP NOTAMs	Kanali põik 3, Rae küla, Rae vald Harjumaa 10112 +372 625 8230 +372 625 8200 eans@eans.ee  +372 625 8293 +372 625 8280 <a href="http://aim.eans.ee">aim.eans.ee</a> <a href="https://aim.eans.ee/index.php/en/notam-pib">https://aim.eans.ee/index.php/en/notam-pib</a>
<b>Transport Administration</b>	<a href="https://transpordiamet.ee/en">https://transpordiamet.ee/en</a>