

2.3.8 The Airport Company shall communicate with the Operator with respect these Conditions in writing and sent to the address in England and Wales provided under Condition 2.3.7, or to the registered office of an Operator who is resident in England and Wales, by pre-paid first class post or registered mail or email. Any notice shall be deemed to have been served:

- 2.3.8.1 if delivered by hand, at the time and date of delivery;
- 2.3.8.2 if sent by first class post, 48 hours from the date of posting;
- 2.3.8.3 if sent by registered mail, such date as evidenced by postal receipt; or
- 2.3.8.4 if sent by e-mail, if the e-mail is sent on a business day before 4.30p.m., on that day; or in any other case, on the next business day after the day on which it was sent.

Nothing in these Conditions shall affect the right to serve process in any other manner permitted by law.

2.3.9 Whatever the nationality or domicile of an Operator, these Conditions shall be deemed to have been accepted in England in accordance with the law of England and Wales and shall in all respects be construed and interpreted in accordance with the law of England and Wales and the Airport Company and the Operator hereby submit to the exclusive jurisdiction of the Courts of England and Wales to determine any dispute or claim arising out of or in connection with these Conditions or their subject matter (including non-contractual disputes or claims).

2.3.10 Nothing in these Conditions shall be taken to confer a right on an Operator to use the airport without the consent of the Airport Company and the Airport Company reserves the right to withdraw such consent where the Operator has breached these Conditions.

Baggage

2.3.11 The Operator agrees, subject to requirements under Legislation, not to unreasonably limit or prohibit Embarking Passengers from carrying duty free and/or other items purchased at the Airport on to the Operator's aircraft.

Moving aircraft

2.3.12 The Airport Company will, where applicable, follow the procedures for the recovery of disabled aircraft set out in the Aerodrome Manual and other relevant operational instructions. In other cases, the Airport Company will provide you with as much notice as is, in all circumstances, reasonably practicable:

- a) That the aircraft will be moved / removed
- b) Of the proposed location to which the aircraft is to be relocated
- c) Of the means by which the aircraft will be moved / removed; and
- d) Of any conditions which may apply to the recovery of the aircraft by the Operator.

2.3.13 In the event that prior notice referred to in condition 2.3.12 is not practicable we will notify you, as soon as possible:

- a) That the aircraft has been moved / removed;
- b) Of the location to which the aircraft has been moved; and
- c) Of any conditions which may apply to the recovery of the aircraft.

2.4 Payment

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

- 2.4.12 If the Operator fails to comply with the Regulation and due to that default the Airport Company (after making reasonable attempts to contact the Operator) provides assistance to the Operator's Passengers directly, all costs (internal and external) reasonably incurred by the Airport Company shall be fully rechargeable to the Operator and shall be payable by the Operator on demand.
- 2.4.13 Any queries relating to invoices should be raised with the Finance Transactions Team within 10 days of the invoice date. Contact numbers are shown on the Airport Company's invoices and statements.

2.5 Data

Data requirements are as follows:

Reference data

- 2.5.1 The Operator shall, or shall ensure that its appointed handling agent, furnish on demand, in such form as the Airport Company may from time to time determine:

Advance provision of flight number to callsign conversion tables where they differ from the standard IATA to ICAO conversion format: If an Operator's planned ATC callsign differs from the flight number used for a slot (ticketed flight number), other than the normal IATA to ICAO conversion, that callsign conversion data is required in advance of operation to allow for matching in the airport operational systems. For ad-hoc operations, this data can be provided via the nominated handling agent at least 24 hours prior to operation, but for Scheduled services this data is required at least a week before the date of first scheduled operation. Data should be provided via the nominated handling agent and copied into airside operations at the following address: airfield_operations_stansted_airport@stanstedairport.com.

Failure to supply this information in advance may result in delays due to passengers, airport staff and airport systems not receiving accurate information. Operators are to ensure their handling agent inserts the conversion data into the airport operational system on their behalf.

- a) fleet details including Maximum Total Weight Authorised (MTOW in kilograms as per condition 0 above), noise characteristics of each aircraft owned or operated by the Operator (see condition 3.1 below);
- b) new and amended ownership or registration details to be advised before the 20th of the month preceding first usage by contacting revenue.manchester@manairport.co.uk; and
- c) scheduled time of operation (in UTC) of all flights from point of origin to Stansted Airport with flight durations greater than 4 hours.

Payload data

- 2.5.2 The Operator shall, or shall ensure that its appointed handling agent, furnish on demand, in such form as the Airport Company may from time to time determine:
- a) information relating to the movement of its aircraft or aircraft handled by the agent at the airport of the Airport Company before 03:00 local time the following day for each of those movements. This will include the information about the total number of terminal and transit passengers (including children and infants) and the total weight of cargo and mail (expressed in Kilograms) embarked and disembarked at the airport; Data should be inserted directly or via SITA into the airport operational system whenever it is available to the handling agent; or provided otherwise as determined locally.
 - b) details of the Maximum Total Weight Authorised (see condition 0) in respect of each aircraft owned or operated by the Operator; and
 - c) with the name and postal address, phone and fax numbers, IATA/ICAO prefix and airport SITA address of the Operator who is to be invoiced.

5 Stansted – Schedule of Charges

5.1 Charge on Landing & Departure

Charge is based on the Maximum Total Weight Authorised.

Day Charges

Helicopters	PEAK (GBP)					OFF PEAK (GBP)				
	Ch2 & Non Cert	Ch3 High	Ch3 Base & Minus	Ch4	Ch14	Ch2 & Non Cert	Ch3 High	Ch3 Base & Minus	Ch4	Ch14
	209.10					83.64				
Fixed wing aircraft 0 to 250 metric	697.01	348.49	271.85	209.10	204.20	278.80	139.40	108.74	83.64	81.68
Fixed wing aircraft over 250 metric	1,207.22	603.62	470.84	362.19	353.70	482.89	241.45	188.33	144.88	141.48

Night Charges

Helicopters	PEAK (GBP)					OFF PEAK (GBP)				
	Ch2 & Non Cert	Ch3 High	Ch3 Base & Minus	Ch4	Ch14	Ch2 & Non Cert	Ch3 High	Ch3 Base & Minus	Ch4	Ch14
	313.65					125.46				
Fixed wing aircraft 0 to 250 metric	1,045.52	522.74	407.77	313.65	306.30	418.21	209.10	163.11	125.46	122.52
Fixed wing aircraft over 250 metric	1,810.83	905.43	706.25	543.28	530.55	724.33	362.17	282.50	217.31	212.22

Peak Period – 1 April to 31 October / **Off Peak** – 1 November to 31 March

Night Charges – apply from 2300 hours – 0600 hours local time

In addition to the above an Air Navigation Services charge per landing & departure of GBP 79.39 applies to all flights.

5.2 Charges on Passengers (collected by airlines / agents)

Charges payable per terminal departing passenger

	GBP
Departing Passenger Charge	12.52
Regulatory Charge	0.66

5.3 Aircraft Parking Charges

The standard charges for parking aircraft will be its Maximum Total Weight Authorised:

- Charge **per quarter hour or part thereof** GBP 4. plus 2p per metric tonne.
- Aircraft not exceeding 15 metric tonnes, no charge for the first six hours, thereafter the standard charges apply.

5.4 Minimum Charge on Departure

- For all flights: GBP 16. per departing flight (see condition 3.5.1).

5.5 Diverted Flights

- Diverted aircraft which land at Stansted will be charged the peak period landing and departures charge irrespective of its time of arrival or departure.
- Passengers who disembark from flights that have been diverted to Stansted that are deplaned and decontrolled will incur a departing passenger charge charged at the standard tariff with no remote stand rebate. This charge will apply both to arriving and departing passengers aboard the flight.

Note: The above charges are exclusive of Value Added Tax. For other rebates please see sections 3 and 4 above.

5.6 Disabled Persons and Persons of Reduced Mobility (PRM) Charge

PRM charge is undergoing consultation and will be published when confirmed (the initial charge for year ending 31 March was 65.6p per departing passenger)

5.7 Ancillary Charges

In addition to the published Aviation charges detailed above, the following charges are also applied (where applicable), either directly by The Airport or the Agent of the the Operator. Rates & Charges for these can be obtained from jim_holland@stanstedairport.com

Check In
Fixed Electrical Ground Power (FEGP)
Hold Baggage Screening
Aviation Fuel
Staff ID Cards
Airside Vehicle Permits
Rent / Service Charge for occupied property by agreed lease

The above list of charges is not intended to be exhaustive and the Airport reserves the right to charge separately or further for additional ancillary charges / Operator use of the Airport's Facilities as may be appropriate from time to time

5.8 New Airlines

For new entrant airlines looking to find out more information concerning the start-up of passenger or cargo services at London Stansted, please contact the London Stansted Airline Business Development team at the following email address:

Asia Pacific

david_folkerd@stanstedairport.com

Americas & EMEA

nick_sime@stanstedairport.com