

PRICELIST
OF TALLINN AIRPORT GROUND HANDLING SERVICES

Effective from 01st of May 2023

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LIST OF ABBREVIATIONS

a/c:	aircraft
FOD:	Foreign Object Debris
GH:	Ground Handling
IATA:	International Air Transport Association
MTOW:	Maximum Take Off Weight
PAX:	Passenger
PDF:	Portable Document Format
SGHA:	Standard Ground Handling Agreement
T:	ton = 1000 kg
VAT:	Value Added Tax

1 GENERAL CONDITIONS

Ground handling services will be carried out by Tallinn Airport GH Ltd in accordance with international industry standards using local procedures and necessary systems and equipment, trained and qualified personnel.

Tallinn Airport GH provides ground handling services under IATA SGHA 2018.

1.1 Scope of services

All aircraft handling requests must be sent to Tallinn Airport GH as soon as possible (at least 24 hours before the planned arrival/departure). Contact on page 23.

By placing an order, the client tacitly accepts the following conditions, which rules out the need for any further special agreements to be made in individual cases. Tallinn Airport GH is not legally bound to adhere to the clients purchasing regulations, even in the case that it does not disagree to them explicitly.

For charter carriers and customers without DCS system requirements, we are able to offer RESA hosted Local check-in and boarding.

1.1.1 Prices

All prices are in euros. All prices are net (without VAT). Exceptions are marked.

All prices are based on normal operating hours, 06:00-22:00 local time.

Extra 100% will be charged for providing ground handling services at night, 22:00 – 06:00 local time, and during Estonian Public Holidays¹.

Extra manpower is charged minimum 4 hours at night.

Any disbursements made by Tallinn Airport GH to third parties on behalf of the client of the services will be charged to the client at cost price plus an accounting surcharge of 10%.

¹ January 1, February 24, Good Friday, Easter Sunday, May 1, Whitsunday (Pentecost), June 23, June 24, August 20, December 24, December 25, December 26

Cancellation policy: Upon cancelling the flight less than 24 hours before arrival, 50% of the Basic Ground Handling charge will apply.

1.1.2 Payment

Payment for the rendered services must be made before the departure of the aircraft unless otherwise agreed. Paying in other currency than Euro, the valid Swedbank exchange rate is used to calculate the price.

Payment methods: prepayment; Visa, Mastercard.

1.1.3 Liability

Ref. IATA Airport Handling Manual (AHM 810) Standard Ground Handling Agreement 2018, Main Agreement (Article 8. Liability and Indemnity).

1.1.4 Governing Law

The court of jurisdiction is Harju County Court, Estonia. The laws of the Republic of Estonia apply exclusively.

1.1.5 Fees

Airport fees (point 2.12) and infrastructure fees (point 2.13) will be added to ground handling fees.

1.1.6 Delays and Early Arrivals

If an aircraft arrives/departs later/earlier than 2 or more hours from the time agreed, Tallinn Airport GH reserves the right to charge the services by multiplying the price with 1,5.

2 SERVICES

2.1 Basic Ground Handling Service

MTOW	PRICE
0-5 T	€ 255,00
5.1-15 T	€ 445,00
15.1-25 T	€ 613,00
25.1-75 T	€ 823,00
over 75 T up to 180 T	€ 993,00
over 180 T	€ 2054,00

Basic ground handling service includes:

- FOD check
- marshalling
- positioning (wheel chocks and safety cones)
- ground to cockpit communication up to 30 minutes
- walk-around inspection (on arrival and pre-flight)
- wheel chock and safety cones removal
- start-up assistance.

The price of the Basic Ground Handling Service applies to one turnaround up to 60 minutes.

From 60 minutes onwards, up to 12 hours the price is multiplied with 1,5.

From 12 hours onwards, the price is multiplied with 2.

2.2 Passenger and Baggage Handling Services

SERVICE	UNIT	PRICE
Passenger and baggage service	1 departing passenger with 20 kg checked-in baggage	€ 5,40
	1 arriving passenger with 20 kg checked-in baggage	€ 4,10
Boarding pass and baggage tag	1 departing passenger	€ 0,04
Additional check-in desk (must be ordered min. 48 hours prior to departure)	1 hour	€ 69,00
Flight creation in Local DCS	per flight	€ 40,00
Issuance of IRRE report	per case	€ 25,00
Implementation of a new procedure, flight, airline, DCS, operation etc.	per case	Price to be requested
Porter service in passenger terminal (must be ordered min 72h before)	1-5 pax	€ 65,00
	each additional pax	€ 6,50
Passenger transportation. Airport-city-airport, one way	per service	Price to be requested
Stationary storage and handling	per case	Price to be requested

2.3 Cargo Loading Service

SERVICE	UNIT	PRICE
Cargo loading service*	1 kg	€ 0,18

Cargo loading service includes:

- loading cargo and mail
- transportation to/from warehouse
- cargo loading equipment with operator
- load master.

*Cargo loading service is per 1 kg per arrival and/or departure. Price is calculated by kg, but not less than 90€ (500kg).

2.4 Turnaround Coordination Service

SERVICE	UNIT	PRICE
Turnaround coordination service	1 hour	€ 55,00

Turnaround coordination service includes:

- pre-flight duties
- loading instruction
- liaise with the flight crew
- coordinating servicing tasks (catering and fuel coordination)
- ordering and verifying extra services
- ensuring compliance to airline and airport procedures and policies
- ensuring adherence to safe
- secure and effective turnaround practices
- ensuring adherence to SLA and OTP
- coordinating W&B documentation with Carrier's LC
- loading report
- aircraft movement messages and delay codes.

2.5 Services

SERVICE	UNIT	PRICE
Loading Instruction (LIR) and Loading Report	per flight	€ 29,00
Delivery and/or print of documents (MET and/or ATS)	per flight	€ 21,00
Wing walker	per walker	€ 59,00
Security check on arrival from non-Schengen area	per aircraft	€ 95,00
Fuelling supervision	30 minutes	€ 45,00
Escort service on apron and technical area	30 minutes	€ 45,00
Follow me for towing	30 minutes	€ 50,00
Manpower	1 hour	€ 65,00
Filling in a questionnaire on Carrier's form	per sheet	€ 28,00
Reminder of account payable (from the second reminder)	per case	€ 10,00
Handling of an invoice dispute after the deadline	per case	€ 25,00
Hangar rent	per aircraft	Price to be requested
ULD stock control and storage	per case	Price to be requested

2.6 Cleaning Services

Aircraft interior cleaning overview		
Group 1	1-20 seats	1-20 seats
Group 2	21-49 seats	21-49 seats
Group 3	AN30, AN32, AN72, AT43, AT45, CRJ1, CRJ2, DH8C, E145, F27, F50	50-69 seats
Group 4	A124, A148, AT72, AT73, AT75, AT76, DH8D, CRJ7, E170, E75L, E75S, F70	70-89 seats
Group 5	AN12, CRJ9, F100, RJ70, SU95	90-110 seats
Group 6	B712, B731, E190, E195, RJ1H, RJ85,	111-130 seats
Group 7	A318, BCS3, B721, B732, B733, B735, B736, B737, DC95, MD87	131-150 seats
Group 8	A319, B734, MD88	151-170 seats
Group 9	A320, A20N, B37M, B701, B722, B734, B738, B739, DC85, IL62, MD81, MD82, MD83, MD90	171-190 seats
Group 10	A20N, B38M, C141	191-210 seats
Group 11	A321, A21N	211-230 seats
Group 12		over 230 seats

In case of difference between aircraft type and number of seats, aircraft type shall prevail.

Passenger aircraft interior cleaning		
Group 1	per service	€ 32,00
Group 2	per service	€ 39,00
Group 3	per service	€ 45,00
Group 4	per service	€ 51,00
Group 5	per service	€ 57,00
Group 6	per service	€ 62,00
Group 7	per service	€ 71,00
Group 8	per service	€ 72,00
Group 9	per service	€ 91,00
Group 10	per service	€ 92,00
Group 11	per service	€ 100,00
Group 12	per service	Price to be requested

Nightstop cleaning		
Group 1	per service	€ 40,00
Group 2	per service	€ 52,00
Group 3	per service	€ 59,00
Group 4	per service	€ 64,00
Group 5	per service	€ 69,00
Group 6	per service	€ 74,00
Group 7	per service	€ 84,00
Group 8	per service	€ 89,00
Group 9	per service	€ 95,00
Group 10	per service	€ 105,00
Group 11	per service	€ 120,00
Group 12	per service	Price to be requested

Removal of airsickness	per spot	€ 40,00
Litter disposal 1 bag	1 bag	€ 10,00
Litter disposal (more than 1 bag)	per service	€ 22,00

Passenger aircraft deep cleaning		
Group 1	per service	€ 112,00
Group 2	per service	€ 194,00
Group 3	per service	€ 273,00
Group 4	per service	€ 349,00
Group 5	per service	€ 419,00
Group 6	per service	€ 449,00
Group 7	per service	€ 549,00
Group 8	per service	€ 647,00
Group 9	per service	€ 719,00
Group 10	per service	€ 789,00
Group 11	per service	€ 897,00
Group 12	per service	Price to be requested

Disinfection ⁽³⁾ of viruses, bacteria, microbial control (Passenger aircraft)		
Group 1	per service	€ 73,50
Group 2	per service	€ 73,50
Group 3	per service	€ 84,00
Group 4	per service	€ 89,25
Group 5	per service	€ 94,50
Group 6	per service	€ 103,00
Group 7	per service	€ 115,00
Group 8	per service	€ 120,00
Group 9	per service	€ 127,00
Group 10	per service	€ 140,00
Group 11	per service	€ 147,00
Group 12	per service	Price to be requested
Cargo compartment	per service	Price to be requested

Disinfection ⁽³⁾: the elimination of microbes on surfaces. The procedure whereby measures are taken to control or kill infectious agents on a human or animal body, on a surface (or in or on baggage, cargo, containers, conveyances, goods and postal parcels) by direct exposure to chemical or physical agents.

Cargo aircraft		
Galley and toilet	per service	€ 33,00
Cockpit, galley and toilet	per service	€ 55,00
Cargo compartment	per service	€ 231,00
Private jets		
up to 45 MTOW	per service	€ 16,50

Disinsection⁽⁴⁾ flying insects control		
Group 1	per service	€ 70,00
Group 2	per service	€ 79,00
Group 3	per service	€ 89,00
Group 4	per service	€ 94,00
Group 5	per service	€ 99,00
Group 6	per service	€ 107,00
Group 7	per service	€ 112,00
Group 8	per service	€ 121,00
Group 9	per service	€ 132,00
Group 10	per service	€ 141,00
Group 11	per service	€ 152,00
Group 12	per service	Price to be requested
Cargo compartment	per service	Price to be requested

Disinsection ⁽⁴⁾ crawling insects control		
Group 1	per service	€ 137,00
Group 2	per service	€ 155,00
Group 3	per service	€ 205,00
Group 4	per service	€ 225,00
Group 5	per service	€ 245,00
Group 6	per service	€ 275,00
Group 7	per service	€ 305,00
Group 8	per service	€ 365,00
Group 9	per service	€ 400,00
Group 10	per service	€ 475,00
Group 11	per service	€ 500,00
Group 12	per service	Price to be requested
Cargo compartment	per service	Price to be requested

Disinsection⁽⁴⁾: aircraft disinsection is the use of insecticide on international flights for insect and disease control. The procedure whereby measures are taken to control or kill the insect vectors of human diseases (present in or baggage, cargo, containers, conveyances, goods and postal parcels).

2.7 Baggage Delivery Services

Baggage Delivery in Tallinn	UNIT	PRICE
Pick-up at Tallinn Airport ⁽⁵⁾	1 file	€ 3,00
Regular delivery ⁽⁶⁾	1 file	€ 10,00
Priority delivery ⁽⁷⁾	1 file	€ 25,00

VAT included

Baggage Delivery outside Tallinn (rest of Estonia)	UNIT	PRICE
Delivery to the Pick-up Station ⁽⁵⁾	1 file	€ 25,00
Regular delivery ⁽⁶⁾	1 file	€ 10,00 + € 0,60 per km
Priority delivery ⁽⁷⁾	1 file	€ 25,00 + € 0,60 per km

VAT included

Pick-up ⁽⁵⁾ :

Tallinn and its nearby area – Lost&Found Agent agrees with a customer that (s)he picks up the baggage from the airport. Lost&Found Agent calls the customer when the baggage has arrived and can be picked up by the customer from Tallinn Airport. Service is available 08:00-01:00 daily.

Outside Tallinn – Lost&Found Agent agrees with a customer that (s)he picks up the baggage from the local pick-up station. Lost&Found Agent calls the customer when the baggage can be picked up by the customer from the local pick-up station. Pick-up stations are located in 14 Estonian cities. Pick-up times vary depending on the station.

Regular Delivery ⁽⁶⁾: Courier picks up the baggage from the airport and delivers it to the customer's address.

Priority Delivery ⁽⁷⁾: Business, First Class, Premium Customers baggage is delivered to customer's address as soon as possible by courier (within 2 hrs in Tallinn).

2.8 Vehicles and Equipment with Operator

SERVICE	UNIT	PRICE
Ground Power Unit 28V/115V	30 minutes	€ 59,00
Heater	30 minutes	€ 49,00
Air start supply	per procedure	€ 285,00
Passenger stairs	30 minutes	€ 49,00
Service stairs	30 minutes	€ 34,00
Water service	per procedure	€ 125,00
Draining water tanks	per procedure	€ 55,00
Toilet service	per procedure	€ 85,00
Pushback	per procedure	€ 99,00
Towing	30 minutes	€ 99,00
Air start supply technical run	30 minutes	€ 375,00
Catering uplift	per service	€ 30,00
Long-time parking covers and straps	per a/c	€ 55,00
Ballast (25 kg)	per bag	€ 10,00
Belt loader	30 minutes	€ 69,00
Fork lift up to 4,5 metric tons lift capacity	30 minutes	€ 99,00
Container high-loader up to 3,5 metric tons lift capacity, height up to 3,6 metres	30 minutes	€ 81,00
Cargo container high-loader up to 14 metric tons lift capacity, height up to 5,6 metres	30 minutes	€ 176,00
Tractor Landini SWDL/BB load capacity 5150 kg	30 minutes	€ 69,00
Baggage tractor	30 minutes	€ 42,00
Lashing for cargo	10 m	€ 55,00

2.9 Services for the Crew

SERVICE	UNIT	PRICE
Crew transport on the ramp	up to 30 minutes	€ 25,00
Crew city transport (up to 7 seats)	one-way non-stop service	€ 35,00
Crew city transport (8-14 seats)	one-way non-stop service	€ 75,00
Crew city transport (14-21 seats)	one-way non-stop service	€ 125,00
Hotel booking service ⁽⁸⁾	per booking	€ 20,00

Hotel booking service ⁽⁸⁾: Hotel bookings in locations close to the terminal or in the centre of Tallinn. Checked and verified sites, 3-5 stars.

2.10 Equipment Rent

EQUIPEMENT	UNIT	PRICE
Container dolly (LD1, LD2, LD3)	30 minutes	€ 9,00
Container dolly (LD1, LD2, LD3)	24 hours	€ 50,00
Cargo pallet dolly 96x125 inches	30 minutes	€ 8,00
Cargo pallet dolly 96x125 inches	24 hours	€ 40,00
Baggage cart	30 minutes	€ 8,00
Baggage cart	24 hours	€ 40,00

2.11 De-icing/Anti-icing Service

SERVICE	UNIT	PRICE
Call/Group A-B	per call	€ 250,00
Call/Group C	per call	€ 360,00
Call/Group D	per call	€ 385,00
Call/Group E	per call	€ 430,00
Fluids		
Type I (mixture)	per litre	€ 5,37
Type II	per litre	€ 6,37
Engine snow/ice removal	15 minutes	€ 100,00
De-icing/anti-icing service report	per operation	€ 25,00
Contamination check	per operation	€ 100,00

2.12 Navigation and Airport Fees

SERVICE	UNIT	PRICE
Landing charge (international flights)	each MTOW T	€ 7,50
Landing charge (domestic flight)	each MTOW T	€ 7,50
Passenger fee (international flights)	per departing pax	€ 10,50
Passenger fee (domestic flights)	per departing pax	€ 10,50
Parking fee	each MTOW T	€ 1,53
Passengers with disabilities charge	per departing pax	€ 0,30

A landing charge shall be charged for the landing of an aircraft at an aerodrome for each 1000 kg of the maximum take-off weight (MTOW) of an aircraft, or part thereof, as follows (in Euros, EUR).

Parking fee:

- free parking up to 6 hours – all cargo aircraft;
- free parking up to 3 hours – all other aircraft;
- non Tallinn-based aircrafts 1,53 EUR, but not less than 9,20 EUR.

Airport fees are collected by Tallinn Airport GH Ltd. on behalf of Tallinn Airport.

Enroute Navigation Fee and Terminal Navigation Charge.

Collected by Estonian Air Navigation Services

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AFS: EETNYNYX

WWW: <http://eaip.eans.ee/2020-10-08/html/index-en-GB.html>

2.13 Infrastructure Fees

SERVICE	UNIT	PRICE
Aircraft handling and ramp handling ⁽⁹⁾	each MTOW T	€ 0,38
Passenger and baggage service ⁽¹⁰⁾	each departing pax	€ 0,58
Cargo loading service and physical transport service ⁽¹¹⁾	per every 10 kilograms of serviced cargo	€ 0,03
Environmental charge in case of de-icing service provision	per every used litre of de-icing fluid (100%)	€ 0,50

Infrastructure charge for aircraft handling and ramp handling⁽⁹⁾ (according to Directive annex section 5, section 6): per every aircraft maximum allowed take-off weight (MTOW) € 0,38, but in total not less than € 319,56 in a month. Infrastructure charge is not taken for handling aircraft with MTOW 5700 kg or less.

Infrastructure charge for passenger and baggage services⁽¹⁰⁾ (according to Directive Annex section 2 and section 3) Per every departing passenger € 0,58, but in total not less than € 319,56 in a month. Infrastructure charge is not applied for children under 2 years travelling without their own ticket and transit and transfer passengers.

Infrastructure charge for cargo loading services and physical transport services⁽¹¹⁾ (according to Directive annex section 4.1): per every 10 kilograms of serviced cargo - € 0,03, but in total not less than € 319,56 in a month. Infrastructure charge is not applied for cargo and mail handling on military and scheduled/charter passenger flights

Reference: https://www.tallinn-airport.ee/wordpress/wp-content/uploads/2015/09/20101001_Conditions_of_Use_GH_confirmed_kk_48.pdf

3 CONTACTS

Handling Requests

E-mail: handling@tll.aero

Agreements and Sales (office hours 08:00-16:30 local time)

E-mail: gh@tll.aero

Flight Operation Services 24/7

Phone: +372 605 8421
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Airport Operations Control Centre 24/7

Phone: +372 605 8461
Fax: +372 605 8433
SITA: TLLXT8X
AFTN: EETNZXZX
E-mail: apoc@tll.aero

Fuel suppliers:

Air Total (JET A1, Avgas 100LL) Naftelf Eesti AS

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Air BP (JET A1) Estonian Aviation Fuelling Services AS

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Catering supplier:

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Estonian Air Navigation Services

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