

# **Charges for Miscellaneous Services**

## **Berlin Schönefeld Airport and Berlin Tegel Airport**

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# 1. General Terms and Conditions

Flughafen Berlin Brandenburg GmbH (FBB) and Berliner Flughafengesellschaft mbH (BFG), legally represented by the directors of the company, levy airport charges for miscellaneous services and for installation, operation and use of information technology according to these charges regulations and the general conditions specified below.

Differing terms and conditions may be applicable for particular services if available. These special regulations have priority over the general terms and conditions if opposing.

Any general terms and conditions of the airport's users, which differ from these general conditions, do not apply even if the airport operator does not object.

## 1.1 Airport Operator and Contact Details

Berliner Flughafengesellschaft mbH (BFG) operates Berlin-Tegel airport. Flughafen Berlin Brandenburg GmbH (FBB) operates Berlin-Schönefeld airport. "Airport operator" in these general terms and conditions is referring to the airport operator that is responsible for the location where the service occurred respectively the airport operator where the service is requested or ordered.

Responsible contacts for the different areas are given in the following sections. The responsible contact concerning invoicing of airport charges regulated in these general terms and conditions is the Accounts Receivable Department unit of the airport operator. Contact persons are indicated in all invoices and can be contacted at: **verkehrsabrechnung@berlin-airport.de**

## 1.2 General Conditions

The services listed in the charges regulation are provided on request, subject to availability of personnel, equipment and vehicles systems. Unless otherwise contractually agreed, users of airport services have no legal claim to provision of these services.

The nature, place, contents and extent of the performance are determined exclusively and definitively by the relevant service or product description. If a service is not based on a product description, the service to be provided is determined on the basis of the service content agreed separately between the parties, whereby as a general rule the airport company only owes a service which is fit for normal use in accordance with the purpose of the contract and which displays a quality which can otherwise be expected on the market.

Any airport user can order airport company services in writing. Where special application forms must be used, the airport company will make them available. Orders and/or applications are binding for the client. A contract only comes into effect on acceptance of an order/application by the airport company, whereby acceptance can be declared expressly (order confirmation) or by actually providing the service.

The airport operator reserves the right to postpone or refuse performance of services, or to cease performance of services already initiated, even after acceptance of a relevant order in cases where available personnel,

equipment and/or vehicle capacities are overloaded by other operating obligations. The same applies in the case of force majeure, industrial disputes or natural disasters, which impede the airport operator's ability to perform or to continue performing services.

The respective prices published on conclusion of the contract shall apply in accordance with the schedule of charges. Prices are subject to changes at any time.

Changes to charges as well as these general terms and conditions of business during an ongoing contract relationship (continuing obligation) are notified in writing to the contract partner / liable party eight (8) weeks prior to the change. A change is possible at the earliest on expiry of 6 months following conclusion of the contract unless the parties conclude an agreement stating otherwise.

The contract partner is entitled to object to the changes in writing. If the contract partner fails to provide a written objection to the change notice within four (4) weeks of receipt, the respective changes shall be classified as accepted. If the contract partner objects to the changes in time, the contract between the parties will end at the time at which the changes would have come into effect.

The provisions and prices also apply without instruction or order if the airport company is entitled to demand reimbursement of expenses on account of actions performed without due authority.

Services or deliveries performed which are not included in this index or where "price on request" is indicated are calculated separately and must be queried beforehand from the airport company.

### **1.3 Charges Debtor**

Charges debtor is the natural or legal person that requested or generated a service.

The liable party must ensure that all of the respective and necessary conditions for proper use and/or operation of the service ordered by the airport company are available and airport operations are not impaired by the use/call of the service ordered. In particular, the respectively valid Airport Manual must be observed.

The liable party will notify the airport company without delay of any apparent defects or damage. Within reasonable limits, the liable party will take all measures to permit detection of defects and/or damage and the elimination thereof.

## 1.4 Payment Terms and Conditions

Monthly payment starts on the day on which the service is delivered. The charge for the monthly payment is to be paid proportionally for the month.

If the charges are to be paid for parts of a calendar month, these charges will be calculated on a daily basis at 1/30 of the monthly charge. The full monthly price shall be charged if the contractual relationship is cancelled up within 30 days.

Monthly charges will be invoiced monthly to the debtor directly.

Charges are invoiced after availability provision of services to the invoice address named by the charges debtor. Invoices are payable immediately upon receipt in EURO to one of the airport operator's bank accounts without any deductions whatsoever for charges and/or expenses incurred. The charges are due immediately after receipt of the invoice.

Objections to the invoice can be raised – unless otherwise stated – within a month after reception, in written form to the address given. After this period has elapsed the un-objected invoice shall be considered approved. The airport operator (or its designee) will inform the debtor about these consequences before commencement of the time period.

The airport operator reserves the right, in the event of default on payment, to charge interest as well as other default damage, following section 286 and 288 of the German Civil Code (BGB).

Insofar there is no other regulation all charges are charges within the meaning of Section 10, paragraph 1 of the German Turnover Tax Act. Unless the charges debtor can provide proof that he fulfils the conditions for non-taxability or tax exemption applying to air traffic, he will also be liable for payment of turnover tax at the legally applicable rate.

It is not permissible to offset airport service charges against counterclaims within the legally recognized limits, except in the following cases:

- if the counterclaim is undisputed, ready for decision or res judicata;
- if the counterclaim has lapsed but is undisputed and had not yet lapsed at the date on which it could first have been offset;
- if the claim and counterclaim relate to the same contract for use of airport services.

Notwithstanding the provisions of items a. and b. above, offsetting is not permissible in cases where counterclaims relate to claims prior to contract or do not relate to the contract for use of airport services on which the airport operator's claim is based.

It is not permissible to plead for the right to refuse performance, except in the following cases:

- if the counterclaim is undisputed, ready for decision or res judicata;



- if the counterclaim has lapsed but is undisputed and had not yet lapsed at the date on which it could first have been offset;
- if the claim and counterclaim relate to the same contract for use of airport services.

Notwithstanding the provisions of items a. and b. above, pleading for the right to refuse performance is not permissible because of claims prior to contract or when it is based on the contract that is subject of the airport operator's claim.

## 1.5 Charging Procedures

Unless stipulated otherwise in the charges regulation, the minimum charge for services charged at hourly rates shall be one hour. The charges include preparation, travelling and waiting times. Time for services provided over longer periods will be rounded up to the next complete half hour.

If there is no explicit indication that the operator or driver is included in the price when machinery and vehicles are made available, an additional price will be charged for the use of personnel.

## 1.6 Contract Term

Contracts for which a minimum term has been agreed are renewed by twelve months if one of the contract parties fails to terminate the contract in writing with a notice period of three months to the end of the term, unless the parties agree otherwise.

Contracts without a minimum term can be terminated in writing by either contract party providing a notice period of four weeks to the end of the quarter unless the parties agree otherwise. If the end of the quarter is on a Saturday, Sunday or bank holiday, the last working day of the month shall apply.

### **Extraordinary right of termination:**

The parties retain the right to immediate termination for an important reason. An important reason is on hand especially in the following cases:

- The debtor is in default with the payment more than two successive months.
- The liable party is in default to the airport company with a significant portion of the debt.
- The liable party is in default with the payment of a sum within a period over more than two months which corresponds with the average payment claim of two months by the airport company.

## 1.7 Interruptions

In the event of an outstanding payment on the part of the liable party during continuing obligations of a total of at least two monthly user fees, the airport operator is entitled to block the service to which the payment arrears relate at the liable party's expense until full receipt of payment, provided the payment claims on the part of the airport company are not disputed by the liable party. This block shall follow timely notification of same by the airport company. This shall not affect the liable party's obligation to pay the charge.

Even while a service is blocked, the liable party shall remain obliged to pay the fee agreed by contract, minus the expenses saved by the airport company.

## 1.8 Confidentiality

The parties are obliged to treat as confidential all information relating to the contract which is based on these general terms and conditions of business. Excerpts of or the entire offer and information contained therein may not be made available to third parties without the previous written authorization of the airport company.

This confidentiality obligation shall not apply where information, knowledge and experience

- are evidently generally known without violating the confidentiality agreement,
- were evidently already available to the parties prior to receipt thereof,
- were received from a third party without obligation to comply with a confidentiality agreement or
- were evidently drawn up independently.

For the purpose of initiation and contract performance, the airport company will record, process and use personal data where necessary. Such recording, processing and use will be carried out in accordance with statutory provisions.

## 1.9 Liability

The liable party shall be liable to the airport company for all damage to persons and materials caused by his behaviour or the behaviour of his employees and other agents in connection with use.

The liable party shall be liable to the airport company for damage and destruction to items provided in accordance with statutory provisions. Lost equipment or parts must be replaced by the user at his own expense. Equipment and connections may not be transferred to third parties.

The liable party will release the airport company from all third-party claims asserted in connection with performance of the task unless these third-party claims are brought about negligibly or intentionally by the airport company, its employees or other agents.

The airport company shall be liable without restriction for intent or gross negligence, causing injury to life, body or health, and in accordance with the provisions outlined in the Product Liability Law.

Without prejudice to this unrestricted liability, the airport company shall be liable for basic negligence only if essential contract obligations are breached (cardinal obligations). In the case of negligent breach of cardinal obligations, liability is limited to the foreseeable damage typical of this contract. This will also apply in cases in which the airport company assumes the custody of items if the assumption of custody is not urgently necessary for performing the task or a safe and reasonable storage alternative is available to the liable party.

Liability on the part of the airport company in the case of minor negligence for lost profits and savings shall be excluded.

The liability restrictions outlined above shall also apply to faults by the airport company's agents, representatives and employees.

Without prejudice to unrestricted liability for grossly negligent and intentional actions, causing injury to life, body or health, as well as in accordance with the guidelines of the Product Liability Law, fault-based liability on the part of the airport company is expressly excluded in accordance with § 635a BGB on account of defects already in place at the time of concluding the contract.

## **1.10 Final Provisions**

Should any part of the General Terms and Conditions prove invalid, this shall not affect the validity of the remaining provisions. The invalid part should in that case be replaced by such valid ones that come closest to the economic purpose of the invalid regulation.

Oral agreements are not made. Changes must be in writing. This is also the case for the revocation of the written form requirement.

Only the German version of the charges regulation document shall be legally binding. Translations into other languages are provided solely for information purposes.

All contracts for provision of airport services shall be governed by German law.

Entities not registered in Germany wishing to enter into a long-term business relationship with the airport operator for provision of airport services must nominate a person authorized to receive service of notices from the airport operator or its representatives, who is resident or registered in the Federal Republic of Germany. This provision also applies in cases, where a recipient of airport services migrates to another country after commencement of the business relationship. The place of jurisdiction is Berlin.

## 2. Aviation Management Services

### 2.1 Ramp Services

#### 2.1.1 Charges for Personnel

Item	Service	Unit	Euro
21100	Airside duty manager	hour	90.00
21101	Officer-in-charge	hour	70.00
21102	Other air traffic service employees	hour	60.00

#### 2.1.2 Vehicles and Equipment

Head of Traffic Operation	Vehicle Service	Air Traffic Service
T SXF +49 30 6091-748220	T SXF +49 30 6091-73430	T SXF +49 30 6091-10180
T TXL +49 30 4101-2261	T TXL +49 30 4101-2260	T TXL +49 30 4101-2310

Item	Service	Unit	Euro
21200	Minibus, plus driver incl. 200 km of drive, max. 7 people	hour	53.00
	Use of more than 3 hours	day	180.00
	Drive above 200 km	km	1.20
21201	„Follow-me“, plus driver Daily rate = 8 hours	½ hour	35.00
		day	200.00
21202	Vehicle, plus Airside duty manager	½ hour	60.00
21203	Saab friction tester, plus driver Daily rate = 8 hours	½ hour	100.00
		day	800.00
21204	Security service radio patrol car, plus driver	½ hour	30.00
21205	Street sweeper, plus driver	hour	128.00
21206	Street sweeper small, plus driver	hour	80.00
21207	Other vehicles (vehicles for winter road clearance/cleaning or for grassland maintenance, transport vehicles, industrial trucks as well as mobile elevating work platforms)		Prices on request

### 2.1.3 Run-up Position for Engine Run-ups

The charge for a run-up is for aircraft with a maximum takeoff weight:

Item	Service	Unit	Euro
21300	Aircraft up to 6 t MTOM	½ hour	35.00
21301	Aircraft more than 6 t and up to 10 t MTOM	½ hour	55.00
21302	Aircraft more than 10 t up to 50 t MTOM	½ hour	80.00
21303	Aircraft more than 50 t up to 100 t MTOM	½ hour	110.00
21304	Aircraft more than 100 t MTOM	½ hour	180.00
21305	on Runway	½ hour	250.00

### 2.1.4 Use of Noise Protection Cubicle in Berlin-Tegel

Depending on the duration of use and the maximum takeoff weight of the aircraft that is to be tested, the following charges will be taken for using the noise protection cubicle:

Item	Service	Unit	Euro
21400	Aircraft up to 6 t MTOM	½ hour	35.00
21401	Aircraft more than 6 t up to 10 t MTOM	½ hour	55.00
21402	Aircraft more than 10 t up to 50 t MTOM	½ hour	80.00
21403	Aircraft more than 50 t up to 100 t MTOM	½ hour	90.00
21404	Aircraft more than 100 t MTOM	½ hour	120.00

### 2.1.5 Aircraft Hangar Charges

Air Traffic Service

T SXF +49 30 6091-10180

T TXL +49 30 4101-2310

The storage of aircraft is possible at airport Berlin-Tegel and airport Berlin-Schönefeld. The current charges are available upon request.

## 2.1.6 Additional Services

Item	Service	Unit	Euro
		up to 1,000 €	10%
21600	administrative charge for assignment of external personnel	up to 5,000 €	7.5%
		more than 5,000 €	5%
21601	Handling the evening before	occurrence	35.00

## 2.1.7 „PPR“ – Prior Permission Required at Airport Berlin-Tegel

Air Traffic Service

T TXL +49 30 4101-2310

Prior permission is required for General Aviation aircraft to be landing at Berlin Tegel Airport (PPR). The application has to be addressed to the Airside Duty Manager (VvD). Please find details on this in the Aeronautical Information Publication (AIP).

Item	Service	Unit	Euro
21700	Approval PPR	occurrence	113.85
21701	Cancellation after approval by Air Traffic Service	occurrence	100 %

## 2.2 Training management Aviation

### 2.2.1 Instructor

Item	Service	Unit	Euro
22100	Employee airport driving office	hour	60.00
22101	Professional instructor	hour	70.00
22102	Examiner	hour	90.00

### 2.2.2 Vehicles

Item	Service	Unit	Euro
22200	Training vehicle small plus instructor	hour	70.00
22201	Training vehicle big plus instructor	hour	120.00

### 2.2.3 Training airport driving license (new application)

Item	Service	Unit	Euro
22300	Online training airport driving license incl. exam (German)	participants	50.00
22301	Frontal training incl. exam (German)	participants	135.00
22302	Frontal training incl. exam (English)	participants	188.00
22303	Orientation tour airport driving license per location	participants	47.00
22304	Resit online training airport driving license	occurrence	21.00
22305	Cancellation/No Show	up to a week before	50% of the order value
		Less than one week before	100% of the order value

## 2.2.4 Training runway license + radio training

Item	Service	Unit	Euro
22400	Radio training for runway license (Initial-Training)	participants	286.00
22401	Radio training for runway license (Recurrent-Training)	participants	120.00
22402	Cancellation/No Show	up to a week before	50% of the order value
		Less than one week before	100% of the order value

## 2.2.5 Training rooms

Item	Service	Unit	Euro
22500	Room Departure (33m <sup>2</sup> )	hour	50.00
22501	Room AirBerlin (38m <sup>2</sup> )	hour	55.00
22502	Room Arrival (53m <sup>2</sup> )	hour	60.00
22503	Room Y085/127 (41m <sup>2</sup> )	hour	55.00
22504	Room Y085/119 (54m <sup>2</sup> )	hour	60.00

## 2.3 Air Traffic Services

Item	Service	Unit	Euro
23000	Warning lamps for parked aircraft	piece/night	10.00
23001	Creation of special logo (passenger information system)	piece	335.00
23002	Provision of information to judicial institutions in writing regarding events at the airport	occurrence	50.00
23003	Employee Administration Operation	hour	75.00



## 2.4 VIP Service

VIP-Service

T +49 30 6091 – 72780

E vip@berlin-airport.de

Item	Service	Unit	Euro
24000	VIP service - Accompaniment ( applicable when > 3 persons)	Occurrence	35.00
24001	VIP service (departure or arrival) 1 person Including 3 hours VIP lounge; including 3 items of luggage	occurrence	250.00
	Each additional person	occurrence	100.00
24002	VIP service (transfer/arrival and departure within one day without leaving the security zone) 1 Person Including 3 hours VIP lounge; including 3 items of luggage	occurrence	350.00
	Each additional person	occurrence	150.00
	Children under the age of 3		free of charge
24003	VIP lounge more than 3 hours	hour	100.00
24004	additional item of luggage	piece	5.00
24005	Service for VIP in security areas: Handling per flight, documents and security check, marshalling service to and from aircraft	½ hour	150.00
		up to 24 hours before check-in	free of charge
24006	Cancellation	less than 24 hours before check-in	50% of the total value of booking max. 500.00
		no show	100% of booking charge
24007	Special VIP Service		on request
24008	Priority Lane per justified passenger		on request

## 3. Airport fire department and medical services

Fire Department Control Center

T SXF +49 30 6091-13000

T TXL +49 30 4101-3000

### 3.1 Airport Fire Department

#### 3.1.1 Hourly rate for Personnel

Item	Service	Unit	Euro
31100	Middle grade of the civil service	½ hour	28.00
31101	Upper grade of the civil service	½ hour	37.75
31102	High grade of the civil service	½ hour	48.75

#### 3.1.2 Fire safety advice or services

Plus Travel expenses and additional costs

Item	Service	Unit	Euro
31200	Fire protection consultation and consultations for special corporate regulations	hour	86.50
31201	Appointment of the fire protection officer as per DGUV-I 205-003	hour	86.50
31202	Training, Instruction, Information events and Seminars	hour	86.50

#### 3.1.3 Vehicles and Equipment, without personnel

Item	Service	Unit	Euro
31300	Command vehicle with driver	½ hour	29.00
31301	Airport fire fighting truck	½ hour	419.00
31302	Salvage tank fire-fighter vehicle	½ hour	79.00
31303	Other large vehicles > 3.5t)	½ hour	89.00
31304	Other small vehicles (< 3.5t)	½ hour	39.00
31305	Rescue stairway	½ hour	119.00

Item	Service	Unit	Euro
31306	Other trailers	½ hour	19.00
31307	Pressure hose with valve	24 hours	15.00
31308	Submersible pump with hose material	24 hours	39.00
31309	Hydrant with key	24 hours	9.00
31310	Respirator mask	hour	7.00
31311	Protective respirator and regulator	hours	19.00

### 3.1.4 Materials

Item	Service	Unit	Euro
31400	Oil binding agent pulverous excl. disposal	kg	5.00
31401	Oil binding agent liquid	Liter	25.00
31402	Oil binding agent pulverous incl. disposal	kg	7.50
31403	Rent for portable fire extinguisher	piece/24 hours	16.00
31404	Rent for fire extinguisher	piece/24 hours	49.00
31405	Maintenance of portable fire extinguisher	piece	25.00
31406	Maintenance of mobile fire extinguisher	Piece	55.00

### 3.1.5 Fire protection and Additional Services

Item	Service	Unit	Euro
31500	Fire prevention during fueling and defueling of aircraft	occurrence	259.00
31501	Alarm run for determining the contamination as well as for eliminating the contamination (application of binding agent)*	hour	290.00
31502	Alarm run for false triggering of a fire alarm system	occurrence	660.00
31503	Fire security guard per employee (see personnel hourly rate)	hour	56.00
31504	Fire safety guard with vehicle (incl. 2 employees)	hour	191.00
31505	Testing and maintenance SCBA complete (with respirator and regulator)	piece	69.00
31506	Inspection and maintenance respirator	piece	22.00
31507	Inspection, cleaning and drying of hose	piece	15.00

\* The elimination of the contamination and possible secondary damages (e.g. contamination of sewage system) as well as the binding agent necessary for eliminating the fuel/hazardous material, including disposal of special refuse will be invoiced in each case according to costs occurred and/or consumption separately. All other services – as far as not mentioned - will be charged according to the appropriate effort (personnel, vehicles, equipment, and material). The amount of work for rebuilding of used equipment into reliable status will be charged separately. Replacement parts and material will be charged according to effective price list of manufacturer.

### 3.1.6 Fire Service Education and Training Centre (FTAZ) at Berlin-Schönefeld airport\*\*

#### Training and Instruction

Item	Service	Unit	Euro
31600	Trainer	hour	65.75
31601	Theoretical training and practical exercise with hand fire extinguisher including equipment and material (at least 10 participants)	participant	35.00
31602	Theoretical training fire protection evacuation assistant including practical exercise with hand fire extinguisher including equipment and material (at least 10 participants)	participant	45.00
31603	Theoretical training evacuation helpers including practical fire drill including equipment and material (at least 10 participants)	participant	45.00
31604	Theoretical training AED-defibrillator (at least 10 participants)	participant	12.00

\*\* The minimum number of participants is fixed. If the training is desired even though the minimum number of participants cannot be reached, the training will still be charged for the minimum number of participants required.

#### Training and Material

Item	Service	Unit	Euro
31650	Exercise on area fire simulator (without consumables / at least 6 participants)	hour	70.20
31651	Exercise on engine/landing gear (without consumables / at least 6 participants)	hour	59.80
31652	Fire exercise building (without consumables / at least 6 participants)	hour	59.80
31653	Combination of area fire simulator and fire exercise building or engine/landing gear (without consumables / at least 6 participants)	participant	190.00
31654	Gas/ Extinguishing agent (consumable)	kg	Current market price

Item	Service	Unit	Euro
31655	Cancellation	up to a week before	50% of the order value
		Less than one week before	100% of the order value

### 3.1.7 Aircraft Recovery Equipment

Item	Service	Unit	Euro
31700	Pod outfitting equipment	occurrence/ max. 24 hours	1,445.00
31701	Pod recovery mats	occurrence/ max. 24 hours	410.00
31702	Pod wood	occurrence/ max. 24 hours	525.00
31703	Recovery dolly 2 t	occurrence/ max. 24 hours	1,200.00
31704	Recovery dolly 7 t	occurrence/ max. 24 hours	2,885.00
31705	Recovery dolly 45 t	occurrence/ max. 24 hours	6,645.00
31706	Pod Sling gear with accessories	occurrence/ max. 24 hours	1,260.00
31707	Pod Centre pivot plate, cross brace with load hook lifting straps	occurrence/ max. 24 hours	7,885.00
31708	Air compressor	occurrence/ max. 24 hours	795.00
31709	Wing pick-up device 50 t	occurrence/ max. 24 hours	5,110.00
31710	Pod Aircraft lifting cushions	occurrence/ max. 24 hours	8,390.00
31711	Pod contour adaptation with accessories	occurrence/ max. 24 hours	6,695.00

## 3.2 Medical Services

### 3.2.1 Medical Services and Equipment

Item	Service	Unit	Euro
32100	Paramedics	hour	55.00
32101	Emergency medical service (MICU)	occurrence	156.07
32102	First Responder	occurrence	156.07
32103	First aid post with vehicle / transporting disabled persons	hour	189.00

## 4. Safety

### 4.1 ID Services and Authorization

Service Center

T +49 30 6091-77500

#### 4.1.1 Issuing of Airport ID-Badge

Item	Service	Unit	Euro
41100	Airport ID-Badge (with photo and dispenser) Valid for max. 5 years	piece	79.50
41101	Day Replacement Airport ID-Badge	piece	20.00
41102	Visitor Pass	piece	20.00
41103	Not returned/not timely Return of Airport ID-Badge	piece	40.00
41104	Replacement Airport ID-Badge for less of ID	piece	90.00
41105	VIP ID-Badge	piece	20.00

#### 4.1.2 Airport ID Construction Site

Item	Service	Unit	Euro
41200	First ID construction site	piece	12.61
41201	First ID construction site (express issuance)	piece	42.02
41202	Replacement ID construction site for lost ID	piece	16.81
41203	Service technician ID-Badge (application processing and issuance)	piece	12.61

### 4.1.3 Vehicle and Driving Permit Registration

Für das Ausstellen einer Fahrgenehmigung gemäß Flugplatzhandbuch für das Befahren der Flughafen-sicherheitsbereiche sind folgende Entgelte zu entrichten:

Item	Service	Unit	Euro
41300	Vehicle License (max. valid for 1 day)	piece	15.00
41301	Vehicle License Company Vehicle (max. valid for 2 years)	piece	65.00
	Vehicle License Private Vehicle (max. valid for 2 years)	piece	200.00
41302	Replacement Vehicle License for Loss of License	piece	70.00
41303	Replacement Vehicle License (valid for 7 days)	piece	15.00
41304	Not returned/not timely Return of Vehicle Licence	piece	35.00
41305	Administrative charge airport driving license for new application	piece	36.75
41306	Apron driving license	piece	50.00
41307	Runway driving license (without radio training)	piece	150.00

### 4.1.4 Issuance of Security IDs (§7 Aviation Security Act)

Issuance of security IDs (according to security ID regulations) requires a background check by the supervisory authority pursuant to article 7 Aviation Security Act. The airport is obliged to charge the incurred fee on behalf of the authority. Therefore when presenting invoices for issuance of IDs, the airport is obligated to include this as an additional item and reimburse the authority for this.

Also applicable for personnel of security passes who attended a security training according to the standard of the national aviation safety agency (§ 9 Aviation Security Act) or other airports (§ 8 Aviation Security Act) Exceptions are made, according to the regulation of the BMI, for employees of airlines that have handed in a written proclamation (to the security department of the airport) to conduct to the security training regulation.

Item	Service	Unit	Euro
41400	Issuance of security IDs	piece	40.00
41401	Administrative charge for repetition test	occurrence	40.00
41402	Cancellation of Running Application of Background Check	occurrence	25.00
41403	Administrative Charge for Approval of Background Check Certificates	piece	8.00

#### 4.1.5 Aviation Security Training by the National Aviation Safety Agency (LuftSiSchuIV)

Item	Service	Unit	Euro
41500	Security Training (E-Learning)	participants	50.00
41501	Administrative Charge Security Training	occurrence	36.75
41502	Head-on training of safety awareness incl. test (4h)	participants	126.50

## 4.2 Additional Security Services

### 4.2.1 Key Services

Servicecenter

T +49 30 6091-77503

Item	Service	Unit	Euro
42100	Making of additional and/or replacement keys	piece	According to price list
42101	Key imprint (consecutive cylinder)	piece	3.00
42102	Making of additional and/or replacement cylinder	piece	According to price list
42103	Replacement cylinder	½ hour	30.00
42104	Administration charge of key loss (per key)	piece	15.00
42105	Administration charge to the total amount charged	occurrence	10% of the net price
	Handing of application of key and locking authorization	occurrence	20.00
42106	Coding of identity cards	piece	5.00
	Issue of a service card incl. processing fee	piece	20.00
	Coding of airline identity cards	piece	15.00



#### 4.2.2 Developing of Security Concepts

Item	Service	Unit	Euro
42200	Administration charge of aviation authority	occurrence	Charge according to the appropriate effort
42201	Concept Development incl. 2 Location Inspections	affected area (m <sup>2</sup> )	1.00
42202	Special ID-Badges/Special Driving Permissions	piece	7.50

#### 4.2.3 Additional Services

Item	Service	Unit	Euro
42300	Special Diplomatic Services	occurrence	15.00
42301	Administration charge for Breach of Safety/Security Regulations	occurrence	40.00
42302	Registration card (online-inquiry)	occurrence	12.00
42303	Mail service at Berlin-Schönefeld for companies with existing post of attorney	month	20.00
42304	Opening or closing of doors (requirement is the agreement of the relevant owner/tenants)	occurrence	15.00
42305	Escort in sensitive security area by aviation security officers	per commenced ½ hour	50.00
42306	Escort in sensitive security area by airport security employees	per commenced ½ hour	30.00

## 5. Information and Communication Technology

### Customer Management

T +49 30 6091-12600

F +49 30 6091-73803

E luK-Kundenmanagement@berlin-airport.de

### Sales Management

T +49 30 6091-73918

F +49 30 6091-73803

E luK-Vertrieb@berlin-airport.de

### 5.1 IT Kunden Service

Item	Service	Unit	Euro
2001	Engineer/ system planner	hour	120.00
2002	Technician/ service employee	hour	75.00
2003	Project Manager	hour	130.00

### 5.2 Telecommunication

Item	Service	Setup fee Euro	Monthly fee Euro
0301	telephone line "Basis" incl. desk phone Servicelevel „Silber“	90,00	24,10
0302	telephone line "Basis" incl. desk phone Servicelevel „Gold +“	90,00	32,00
0303	telephone line "Komfort " incl. desk phone Servicelevel „Silber“ Incl. team function / group-call	90,00	26,80
0304	telephone line "Komfort " incl. desk phone Servicelevel „Gold +“ Incl. team function / group-call	90,00	36,20
0307	Fax-line analogue without fax machine Servicelevel "Gold+"	90,00	25,80

## 5.3 Radio services

Item	Service	Setup fee Euro	Monthly fee Euro
0401	Air-to-ground radio – Transceiver stationary	250.00	190.00
0402	Air-to-ground radio – Transceiver mobile	250.00	190.00
0407	Digital trunked radio – handhealth “Standard“	250.00	103.00
0408	Digital trunked radio – handhealth “Smart“	250.00	145.00
0409	Digital trunked radio – vehicle radio device “Standard“	250.00	142.00
0410	Digital trunked radio – vehicle radio device “Smart“	250.00	195.00
0411	Digital trunked radio – desk device “Standard“	250.00	142.00
0412	Digital trunked radio – desk device “Smart“	250.00	195.00
0413	Digital trunked radio – accessories	-	35.00
0419	localization transmitter	250.00	35.00

## 5.4 Aviation and Terminalmanagement

Item	Service	Setup fee Euro	Monthly fee Euro
0804	FARMS – Online interface	depending on Complexity	485.00
0805	FARMS – Offline interface	250.00	129.00
0812	WEBIS – Web Flight Display	250.00	115.00

## 5.5 Display services

Item	Service	Setup fee Euro	Monthly fee Euro
1601	FIDS Display Small incl. Controller und LAN-interface display size: 12" – 22"	250.00	155.00
1602	FIDS Display Small incl. Controller und LAN-interface display size: 30" – 34"	250.00	195.00
1603	FIDS Display Small incl. Controller und LAN-interface display size: 55"/57"	250.00	285.00

## 5.6 Data network infrastructure

Item	Service	Setup fee Euro	Monthly fee Euro
1701	Single Port 10/100/1000 Mbit/s Servicelevel "Gold"	125.00	62.00
1702	Single Port 10/100/1000 Mbit/s Servicelevel "Gold+"	125.00	84.00
1703	Multisite network connection costumer VLAN	250.00	44.00
1704	Provider forwarding simple Servicelevel „Gold“	250.00	168.00
1705	Provider forwarding simple Servicelevel „Gold+“	250.00	226.00
1706	Provider forwarding Q in Q Servicelevel „Gold“	250.00	210.00
1707	Provider forwarding Q in Q Servicelevel „Gold+“	250.00	284.00
1708	Single port for server connection	125.00	84.00
1709	Data center Link Campus BER 10 Mbit/s Servicelevel "Gold"	250.00	49.00
1710	Data center Link BER 10 Mbit/s Servicelevel "Gold+"	250.00	66.00
1711	Data center Link BER 100 Mbit/s Servicelevel "Gold"	250.00	124.00
1712	Data center Link BER 100 Mbit/s Servicelevel "Gold+"	250.00	167.00
1713	VPN Site to Site connection Servicelevel "Gold"	125.00	66.00
1714	VPN Site to Site connection Servicelevel "Gold+"	125.00	90.00

Item	Service	Setup fee Euro	Monthly fee Euro
1716	Internet connection ADSL	125.00	58.00
1717	Internet connection Business 2Mbit/s guaranteed, symmetric bandwidths 2Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold“	250.00	155.00
1718	Internet Business 2Mbit/s guaranteed, symmetric bandwidths 2Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold+“	250.00	209.00
1719	Internet Business 6Mbit/s guaranteed, symmetric bandwidths 6Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold“	250.00	320.00
1720	Internet Business 6Mbit/s guaranteed, symmetric bandwidths 6Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold+“	250.00	432.00
1721	Internet Business 10Mbit/s guaranteed, symmetric bandwidths 10Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold“	250.00	455.00
1722	Internet Business 10Mbit/s guaranteed, symmetric bandwidths 10Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold+“	250.00	614.00
1723	Internet Business 20Mbit/s guaranteed, symmetric bandwidths 20Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold“	250.00	685.00
1724	Internet Business 20Mbit/s guaranteed, symmetric bandwidths 20Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold+“	250.00	925.00
1725	Internet Business 100Mbit/s guaranteed, symmetric bandwidths 100Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold“	250.00	1,125.00
1726	Internet Business 100Mbit/s guaranteed, symmetric bandwidths 100Mbit/s 1 static IP address minimum contract duration: 12 month Servicelevel „Gold+“	250.00	1,519.00
1727	Additional static IP address	125.00	10.00
1728	WiFi connection (IEEE 802.11b/g/n) per customer SSID and per access point	250.00	65.00

## 5.7 Data center service

Item	Service	Setup fee Euro	Monthly fee Euro
1901	data center usage per 19" Rack incl. operating cost Servicelevel „Gold“	250.00	650.00
1902	data center usage per 19" unit incl. operating cost Servicelevel „Gold“	250.00	70.00

## 5.8 Call connection fees

The tariff counting takes place in minutes.

Item	Service/Connection zone	Euro per timeunit
8019	Connection zone national nationall call	0.03
8020	Connection zone international World	0.17
8021	Connection zone mobile Mobile phone provider	0.17

## 6. Corporate Communications

Corporate Communications

T +49 30 6091-70100

F +49 30 6091-70070

E pressestelle@berlin-airport.de

### 6.1 Film and Photo Shootings

Generally all photo shoots and film recordings at Berlin Schönefeld Airport and Berlin Tegel Airport have to be authorised by FBB's corporate communications (GK). Generally free of charge are all photo shoots and film recordings on the occasion of current journalistic reporting, private photos (maximum of 3 participants) as well as films that are produced on behalf of airlines for advertisement or education purposes only.

Item	Service	Unit	Euro
61000	Supervisory personnel for film and photo shootings as well as location scouting Surcharges for personnel see item 62000	employee/ 1/2 hour	35.00
61001	Preparation/project organization for film/photo activity by employees corporate communication (GK) <i>Basis for the calculation: <b>planned duration</b> for activity incl. assembly and disassembly or other preparatory and subsequent work.</i>	hour	100.00
61002	Photo shooting (Location scouting incl. photo shooting) Surcharges and reductions for organizations see item 62001 and 62002 <i>Basis for the calculation: <b>planned duration</b> for activity incl. assembly and disassembly or other preparatory and subsequent work.</i>	first hour	120.00
		additional hour	100.00
61003	Film and TV shootings Surcharges and reductions for organizations see item 62001 and 62002 <i>Basis for the calculation: <b>planned duration</b> for activity incl. assembly and disassembly or other preparatory and subsequent work.</i>	hour	250.00
		additional hour	200.00
61004	For an actual duration of at least 3 hours of the film/photo activity for which payment is due: 1 parking ticket included	4 participant	Free of charge

## 6.2 Surcharges and Reductions for Film and Photo Activities

The percentage-based surcharges or reductions are each applicable individually to the basic price.

Item	Service	Surcharges/ Discounts
62000	Surcharges for personnel at night between 20:00 and 06:00 o'clock and on Sundays and public holidays	50%
	0-10 participants	0%
	11-20 participants	10%
	21-50 participants	20%
	51-100 participants	30%
62001	Surcharges for organization	75%
	over 100 participants	75%
	Public area	0%
	BER construction site	10%
	Aviation security area	25 %
62002	Reductions for organization <i>An appropriate proof of the legitimacy of the reductions is required.</i>	60%
	Cultural and documentary projects	60%
	Student projects	80%
	Art projects	50%



## 6.3 Airport Tours

### Airport Berlin-Schönefeld

Item	Service	Unit	Euro	
63000	Individuals by public tours BER (from the age of 14 up)	participant	8.40	
63001	Individuals by public tours BER + SXF (from the age of 14 up)	participant	12.61	
63002	BER on bike (take place from May to September) incl. Lunch	participant	12,61	
63003	Groups*	Group up to 8 participants	occurrence	200.00
		Group of 9 - 15 participants	occurrence	275.00
		Group of 16 - 25 participants	occurrence	375.00
		Group of 26 or more participants	participant	15.00
63004	Groups* of pupils or students up to 36 participants (1 bus)	Group	126.05	
63005	Children program for children between 5-7 years (without Bus) (max. 25 children)	Group	42.02	
63006	Holiday program „Ein Tag am Flughafen“ (6,5 hours incl. Breakfast and Lunch)	participant	16.80	
	Holiday program „Ein Tag am Flughafen“ children (0 – 5 years ) reduced	participant	4.20	
63007	*Cancellation	10 days before	Free of charge	
		5-9 days before	20%	
		1-4 days before	40%	
		the date of the event/no show	100%	

## 7. Room Rental

### 7.1 Tegel Sky Conference at Airport Berlin-Tegel

T +49 30 4101-3316

E sky@berlin-airport.de

#### 7.1.1 Rooms and Areas

Item	Service	Unit	Euro
71100	Room Cockpit (17 m <sup>2</sup> )	hour	45.00
		8 hours	315.00
71101	Room Tower (31 m <sup>2</sup> )	hour	50.00
		8 hours	350.00
71102	Room Wingtip (31 m <sup>2</sup> )	hour	50.00
		8 hours	350.00
71103	Room Airborne (39 m <sup>2</sup> )	hour	55.00
		8 hours	385.00
71104	Room Runway (50 m <sup>2</sup> )	hour	60.00
		8 hours	420.00
71105	Room Sunset (61 m <sup>2</sup> )	hour	70.00
		8 hours	490.00
71106	Room Skyline (64 m <sup>2</sup> )	hour	70.00
		8 hours	490.00
71107	Room Sunset + Airborne (100m <sup>2</sup> )	hour	120.00
		8 hours	840.00
71108	Room Airborne + Skyline (103 m <sup>2</sup> )	hour	120.00
		8 hours	840.00
71109	Room Sunset + Airborne + Skyline (164 m <sup>2</sup> )	hour	170.00
		8 hours	1,190.00
71110	Event area Tegel Skyview (295 m <sup>2</sup> )	4 hours	1,200.00
		extra hour	350.00

Item	Service	Unit	Euro
71111	Event area Tegel Skyview (incl. counter) (330m <sup>2</sup> )	4 hours	1,400.00
		additional hour	400.00
71112	Event area Tegel Skyview and terrace (incl. counter) (530m <sup>2</sup> )	4 hours	1,800.00
		additional hour	500.00
71113	Additional surcharge for evening events, weekend events or events requiring additional preparations	20%	
71114	Cancellation	72 hours before	Free of charge
		more than 72 hours till 24 hours before	50% of value
		less than 24 hours	75% of value
		no show	100%

### 7.1.2 Lounge

Item	Service	Unit	Euro
71200	Common Use Lounge Access	person	30.25

### 7.1.3 Additional Services

Item	Service	Unit	Euro
71300	Conference phone	hour	40.00
71301	Projector and screen rental	hour	25.00
71302	Laptop rental	hour	20.00
71303	Lectern	hour	25.00
71304	Facilitator's kit	daily rate	25.00
71305	Flip chart (including 1 pad)	daily rate	20.00
71306	Magnetic board	daily rate	15.00
71307	Pin board	daily rate	15.00
71308	Projector screen	daily rate	10.00
71309	Colour copies	page	0.50
71310	Black-and-white copies	page	0.20
71311	Fax	page	0.20

## 7.2 Conference Rooms at Airport Berlin-Schönefeld

Sodexo

T +49 151-26 44 28 25

E konferenzzentrum-ber@sodexo.com

The calculation unit is subject during opening hours (10.00 – 18.00 o'clock).

Item	Service	Unit	Euro
72000	Room 109 (max. 16 persons)	day	300.00
72001	Room 110 (max. 10 persons)	day	100.00
72002	Room 111 (max. 30 persons)	day	150.00
72003	Room 218 (max. 30 persons)	day	150.00
72004	Small hall (max. 60 persons)	day	400.00
72005	Big hall (max. 300 persons)	day	750.00

## 7.3 Special Counters and Rooms

Item	Service	Unit	Euro
73000	Special counters for providing information at conference, congresses, etc., without telecommunications equipment	day	120.00
73001	Special storeroom for radioactive materials per parcel (opening and closing of the storeroom)	50 kg/day	6.50

## 7.4 Conference Rooms at Berlin Brandenburg Airport

T +49 30 6091-77770

E besucherdienst@berlin-airport.de

Item	Service	Unit	Euro
74000	Eventroom, BBAC	hour	200.00

## 8. Miscellaneous Services

### 8.1 Supply Services

T +49 30-6091 87233

As a 100% subsidiary of Flughafen Berlin Brandenburg GmbH, FEW operates the supply and disposal systems at Berlin Airports. The company is responsible for construction and operation of the infrastructure networks for Schönefeld and Tegel Airports as well as for the new Berlin Brandenburg Airport. This includes in particular the electricity, water, waste water, heating and cooling networks, supplying tapping points connected to these networks, and waste water disposal.

Further information at:

<http://few.berlin-airport.de/startseite/>

<http://few.berlin-airport.de/fuer-gewerbekunden/netzanschluss/>

### 8.2 Insurance Services

T +49 30 6091-70167

E [versicherung@berlin-airport.de](mailto:versicherung@berlin-airport.de)

FBB Airport Assekuranz Vermittlungsgesellschaft mbH assumes the arrangement and management of all types of insurance including reinsurance for Flughafen Berlin Brandenburg GmbH as well as employee business and execution of all associated transactions, including processing insurance claims from the portfolio, in accordance with the basic statutory principles, with the exception of activities in accordance with the Legal Advice Act.