

SECTION 8 - AIRPORT OPERATING PERMITS AIRCRAFT LANDING AND TERMINAL USE FEES

Commercial aircraft activity at Ontario International Airport (ONT), is subject to certain conditions and restrictions, as specified by the provisions of this section.

8.1 Definitions:

- a. Air Carrier - Any person, or persons, including corporations and other legal entities, that undertake, whether directly, indirectly or by lease, or any other arrangement, to engage in air commerce, certified by the Federal Aviation Administration (FAA), and holds a current FAA certificate to transport air passengers or property for hire.
- b. Fees, Rates and Charges - Include, but are not limited to, landing fees, aircraft parking charges, and passenger facility charges.
- c. Landing - The actual landing of an aircraft at an Airport, whether such landing be a planned or an emergency landing but shall not refer to an emergency landing made following takeoff from an airport owned or operated by the OIAA.
- d. Landing Facility - Common (shared) use areas of the Airport, which include but are not limited to the runways, taxiways, taxilanes, service roads, aprons, cargo ramps, public aircraft parking positions and passenger terminal gates; exclusive of leased areas.
- e. Maximum Gross Landing Weight - The FAA Certificated Maximum Gross Landing Weight or actual gross landing weight of aircraft if no such specification exists. In computing fees prescribed herein, except for aircraft weighing less than 25,000 pounds, 500 pounds, or any larger part of 1,000 pounds, shall be counted as if a whole 1,000 pounds and any smaller part shall be disregarded.
- f. Air Carrier Operating Permit – A Permit executed by a non-signatory Air Carrier that transports passengers and or cargo operating more than 6 times in a 12 consecutive month period; or an itinerant Air Carrier not having any agreement to operate aircraft which transport passengers and or cargo to/from ONT for compensation.
- g. Operating Use and Terminal Lease Agreement (ULA) An Agreement executed by a Signatory Air Carrier transporting passenger and or cargo.
- h. Single Use Operating Permit (SUOP) - Issued to non-permitted air carriers on a one-time basis. A single use request **may be utilized no more than six (6) times in a consecutive 12-month period**. After five

(5) air carrier landings, SUOP air carriers are required to commence the process to obtain an Air Carrier Operating Permit (ACOP).

- i. Public Aircraft Parking Areas - Those areas designated by the ONT CEO or his/her authorized representative, for the parking of aircraft; subject to changes at any time.
- j. Revenue Landings - All landings of aircraft at the Airport except the following:
 - Landings of aircraft owned and operated by agencies of the U.S. Government and;
 - Landings of aircraft without revenue passengers and/or cargo on board as operated for the purpose of positioning (ferrying) an aircraft to enplane passengers and/or cargo for an originating ONT revenue flight.

8.2 Permits for Air Carriers:

- a. No Air Carrier shall operate from ONT unless in possession of a valid ONT Single Use Operating Permit (SUOP), Air Carrier Operating Permit (ACOP), or Operating Use and Terminal Lease Agreement (ULA).
- b. Questions regarding any of the Permits or Agreements below should be directed to the OIAA Chief Commercial Officer at (909) 544-5300.

8.3 Single Use Operating Permit (SUOP):

- a. No air carrier shall conduct business at ONT on an on-demand, non-permanent basis, including one-time operations, unless they are in possession of a Single Use Operating Permit for ONT.

8.4 Air Carrier Operating Permit (ACOP):

Air carriers that transport passengers and have operated aircraft to/from ONT more than six (6) times in a consecutive 12-month period; or, an itinerant Air Carrier not having any agreement or permit, which transports passengers and cargo for compensation to/from ONT, may execute an Air Carrier Operating Permit (ACOP) for ONT.

8.5 Operating Use and Terminal Lease Agreement (ULA):

Air carriers (Airline) which transport either passengers or both cargo and passengers may execute an Operating Use and Terminal Lease Agreement (ULA).

8.6 Charges and Fees:

- a. The OIAA Commission is authorized to fix, regulate and collect rates or charges for the use of buildings, grounds, facilities, utilities, and structures controlled by the OIAA in accommodation of air commerce.
- b. All charges and fees are subject to periodic review and change.
- c. The payment of rentals, fees, and charges relating to the use of Airport premises and facilities shall be made prior to an aircraft operator or air carrier (passenger or cargo) departing or arriving ONT. In lieu of such payments, the pilot operator or owner of an aircraft shall make satisfactory credit arrangements with the ONT CEO or their authorized representative, through the OIAA.
- d. Without prior approval of credit, FPG, or billing arrangement, *ONT Airside Operations, (909) 214-7682 or (909) 214-7683*, is authorized to collect all Airport use fees, prior to an aircraft operated for hire departs ONT. ONT tenant lease agreements may prohibit their ability to provide future service(s) to any air carrier (airline) or air taxi operator who fails to pay landing fees due upon request of the Airport.
- e. Inquiries of current charges and fees should be directed to the OIAA CEO or their authorized representative.

8.7 Revenue Landing Charges:

As provided by Resolution Number 2021-10 of the OIAA Commission, Signatory and non-Signatory Air Carriers are required to pay a landing fee to the OIAA for each aircraft operated at ONT. Landing fees are subject to change pending approval of the OIAA commission.

- a. Landing Fee Rates for Signatory Air Carrier with an Operating Use and Terminal Lease Agreement (ULA);
 - \$31.00 for each landing of aircraft having a maximum gross landing weight of 12,500 pounds or less.
 - \$59.00 for each landing of aircraft having a maximum gross landing weight of more than 12,500 pounds up to and including 25,000 pounds.
 - \$1.71 per 1,000 pounds of maximum gross landing weight for each landing of aircraft having a maximum gross landing weight of more than 25,000 pounds.

b. Landing Fee Rates for Non-Signatory - Air Carrier with an Air Carrier Operating Permit (ACOP);

- \$38.00 for each landing of aircraft having a maximum gross landing weight of 12,500 pounds or less.
- \$74.00 for each landing of aircraft having a maximum gross landing weight of more than 12,500 pounds up to and including 25,000 pounds.
- \$2.14 per 1,000 pounds of maximum gross landing weight for each landing of aircraft having a maximum gross landing weight of more than 25,000 pounds.

c. Ramp, Apron and Remote Area Charges;

- \$100.00 for each 15-minute period or fraction thereof after the air carrier has been given notice by the ONT CEO or his/her authorized representative that the aircraft leave the area. The period to be used for calculating this charge shall begin 15 minutes after such notice has been given.
- \$100.00 for each 10-minute period or fraction thereof when aircraft is improperly or in a position other than a regular gate position and the air carrier has been given notice by the ONT CEO or his/her authorized representative that the aircraft leave the area. The period to be used for calculating this charge shall begin five (5) minutes after such notice has been given.
- \$100.00 for each 15-minute period or fraction thereof in excess of 30 minutes for the cleanup of fuel spills.

d. Aircraft Parking Charges;

- Parking charges shall be \$0.40 per 1,000 pounds of maximum gross landing weight per 24-hour period. There shall be no charge for the first three hours of the first 24 hours of parking only for any diversion aircraft(s), regardless of the number of continuous days parked.
- Air Carriers shall submit a monthly report listing the number of days their aircraft(s) were parked at ONT. Payment of parking charges shall accompany each report.

8.8 Terminal Rental Rates and Terminal Use Fees:

- a. Signatory Air Carriers - \$99.38 per square foot per year for the exclusive use space, preferential use space, and joint use space.
- b. Non-Signatory Airlines and Non-Airline Tenants - \$124.23 per square foot per year for the exclusive use space, preferential use space, and joint use space.
- c. Non-preferential Gate Use Fee - \$280.00 per operations (arrival and/or departure) for the exclusive use space, preferential use space, and use by an airline of a non-preferential gate.
- d. Jet Bridge Utility (Passenger Boarding Bridge - PBB) Use Fee - \$189.00 per operation for use by an airline of ONT utilities while parked at a non-preferential gate.
- e. Joint Use Fee – Per deplaned passenger of the users of the space based on the joint use formula.
- f. FIS Use Fee - \$11.00 per international deplaned passenger.
- g. Aviramp Use Fee - Unscheduled Diverted Aircraft - \$450 per use (arrival and or departure) These fees will go to a dedicated fund to recover costs of the Aviramp units at ONT.

8.9 Security Deposit Policy:

- a. In order to guarantee the payment of all fees and charges associated with a permit or authorization to operate, air carriers shall remit for the benefit of OIAA, a security deposit in the amount and form based on what is written in its agreement with the OIAA.
- b. The ONT CEO or his/her authorized representative, may review the sufficiency of the amount of each security deposit as needed and increase or decrease the required amount to conform to this policy.

8.10 Aircraft Landing and Parking Reporting Requirements:

All landings, together with the number of aircraft parking days, must be reported on the Monthly Report of Landings by the tenth (10th) day of the month following the end of the calendar month of operations, in the name of the Air Carrier under whose FAA Operating Certificate the flight is made. In the event that an Air Carrier hires the services of another Air Carrier through a long or short-term wet lease agreement, in which the hiring carrier agrees to pay the landing and parking fees, the ultimate responsibility for the reporting of landings and parking

and the payment of landing and parking fees rests with the Air Carrier under whose FAA Operating Certification the flight is made.

8.11 Non-Exclusive License Agreements (NELA):

A NELA establishes a contractual relationship with all companies providing services at ONT that may not otherwise be bound contractually by a direct contract or lease agreement with the OIAA. Companies providing services to Air Carriers or tenants at ONT and sub-contractors to companies with a standing NELA must obtain a Non-Exclusive License Agreement with the OIAA. These services may include but are not limited to; into-plane fueling; parking, towing, pushback, loading/unloading of aircraft; ramp services; baggage handling and porter services; aircraft servicing, repairing, and cleaning; servicing, fueling, rental of ground service equipment; catering commissary or food services; passenger ticketing; weather reporting; flight planning; cargo handling; maintenance, janitorial services, and security services.

- a. Non-Exclusive License Agreements (NELA) are handled by the Commercial Department. Requests should be directed to:

Attention: Commercial Department
Ontario International Airport Authority
1923 E. Avion Street
Ontario, CA 91761

- b. Requirements and documentation for obtaining a license include, but are not limited to, the following:

- Company Information Form.
- Letter of Intent.
- Letter(s) of Verification.
- Business Tax Registration Certificate (BTRC), Vendor Registration Number (VRN), or Letter of Exemption issued from the City Clerk's Office.
- Corporate documentation (i.e., articles of organization or fictitious business name statement).
- Compliance with OIAA contract insurance requirements. Questions relative to insurance should be directed to the OIAA. All insurance underwriters must provide verification of insurance endorsed on OIAA Risk Management forms.
- \$500.00 annual administrative fee for general NELA's and \$1000.00 for fuel delivery company's unless otherwise specified in the agreement.
- Packets containing complete instructions and forms for obtaining a Non-Exclusive License Agreement are available through the ONT Commercial Department.

8.12 Fuel Permit:

All Petroleum Product delivery companies or brokers who engage in the delivery (by underground pipeline, hydrant or tanker truck) of fuel to ONT and tenants' storage facilities or buy and sell fuel from storage facilities shall be required to obtain an ONT fuel delivery permit. Requests or questions should be directed to the Ground Transportation Office at (909) 544-5306.

8.13 License Terms and Fees Due Reporting Requirements:

- a. Permits are issued and will be effective on a month-to-month basis for a term not to exceed five (5) years, subject, however, to prior termination, with or without cause, upon thirty 30 days written notice by either party.
- b. A monthly accounting report and applicable fees shall be transmitted to the OIAA by the tenth (10th) day of the month for the preceding month's activities. Said report shall include each person or entity for which services were provided during the prior month, the gross amount billed or received for said services, and the total amount owed to the Airport, if applicable.

