



DALLAS/FORT WORTH  
INTERNATIONAL AIRPORT

# **FY 2016 SCHEDULE OF CHARGES**

Finance Department

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**QUICK REFERENCE GUIDE**

(For additional detail, see each pertaining section)

**AIRCRAFT OPERATIONS**

**Aircraft Landing Fees**

<u>Airline Type</u>	<u>Period</u>	<u>Fee</u>	<u>Units (1)</u>
Signatory Airlines	10-01-15 - 09-30-16	\$2.56	1,000 lbs
Non-Signatory Airlines	10-01-15 - 09-30-16	\$3.20	1,000 lbs

(1) Fee is charged per 1,000 pounds maximum approved landed weight

**Common Use Airline Terminal Office Space**

**Rental Rates**

	<b>Period</b>	<b>Rent per Square Foot</b>
Signatory	10-01-15 - 09-30-16	\$209.83
Non-Signatory	10-01-15 - 09-30-16	\$262.29

**Non-Airline Terminal Support Space**

**Rental Rates**

Non-Airline Terminal Support Space rental rates vary depending upon market conditions, type and use of space and specific agreement. Please contact Aviation Real Estate at 972-973-4630 for additional information.

**QUICK REFERENCE GUIDE**

(For additional detail, see each pertaining section)

**Net Terminal Rents A & C**

	<b>Period</b>	<b>Gross Rent per Square Foot</b>
Terminal A	10-01-15 -09-30-16	\$148.41
Terminal C	10-01-15 - 09-30-16	\$148.41

Credits in certain terminals resulting in the above Net Terminal Rental Rates for Terminals A & C.

**FIS Charge**

\$6.78 per deplaned signatory/permittee passenger  
\$8.48 per deplaned non-signatory/non-permittee passenger

## QUICK REFERENCE GUIDE

(For additional detail, see each pertaining section)

### Vehicle Parking Fees <sup>(1)</sup>

<u>Duration</u>	<u>Terminal</u>	<u>Express Covered</u>	<u>Express Uncovered</u>	<u>Remote</u>
0 min - 30 min	\$2	\$2	\$2	\$1
30 min - 2 hour	\$3	\$2	\$2	\$1
2 - 4 hours	\$7	\$3	\$3	\$2
4 - 6 hours	\$9	\$4	\$4	\$3
6 - 24 hours	\$22	\$13	\$11	\$9

(1) All Parking fees, excluding valet parking, include sales tax. The sales tax is based on applicable tax jurisdiction.

### Insufficient Funds (ISF) – Unpaid Parking Fees

A \$10 charge will be applied to all ISF's.

### Employee Transportation Charges (ETC)

	<u>Fee</u>	<u>Frequency</u>
Concession Employees	\$54	Monthly
Non Concession Employees	\$56	Monthly

DFW Airport has the right to periodically audit tenants' payroll records to validate ETC fees assessed.

1. Entities operating under separate agreements with the Airport Board are subject to the charges outlined in those agreements.
2. Federal agencies may have a modification to the requirement to submit an annual headcount that may address the specific employee of that agency and require the employee to pay the ETC.
3. Payroll Personnel listings are required when submitting the **Annual** or any **Revised ETC report**. ETC reports will not be processed without payroll documents. Payroll Personnel listings are required to include the following:
  - A. Last name, first name, and position title of all employees who work at the DFW Airport, regardless of the number of hours worked.

## QUICK REFERENCE GUIDE

(For additional detail, see each pertaining section)

### Ground Rental Rates

<u>Type</u>	<u>Fee</u>	<u>Unit</u>
Annual Ground Rental Rate	\$26,897	Acres

### GROUND TRANSPORTATION

#### Access Fees <sup>(5)</sup>

<u>Class Type</u>	<u>Class</u>	<u>Total Fee</u>
Taxicab <sup>(1)(2)</sup>	Three	\$4.00
Limousine <sup>(2)</sup>	Four	\$4.43
Pre-Arranged (Other) <sup>(2)(3)</sup>		\$4.00
Bus <sup>(2)</sup>	Five	\$6.36
Courtesy Vehicle <sup>(2)</sup>	Eight	\$2.19
Pre-Arranged (TNC) <sup>(3)(4)</sup>		\$4.00

(1) This fee applies to dispatched pick up and drop off within the central terminal area. The total fee is the amount to be collected from the customer, and it includes the NTTA transaction fee.

(2) Use of the NTTA TollTag system is required for all classes, unless another payment process is approved. Failure to utilize this system will result in a \$22 charge.

(3) Effective August 1, 2015

(4) Transportation Network Company (TNC) operators shall pay the Board \$2.00 for each trip to the Airport. In addition, drivers shall pay public parker rates (a minimum of \$2.00) while at the Airport. \$4.00 of the total charge is considered an access fee and not public parking revenue.

(5) Access fees are charged per trip and cover the first two (2) hours at the Airport. After the first two (2) hours, additional charges apply at the public parkers rate. Any amount paid over the listed access fees will be considered as public parking revenue.

#### Driver Permit Fees <sup>(1)</sup>

<u>Permit Type</u>	<u>Fee</u>
Renewal Driver Application	\$40
New Driver Application	\$60
Duplicate/Replacement Driver Permit	\$25
Change/Add driver or provisional permit	\$10

(1) Driver Permit Fees expire on December 31, 2015

**QUICK REFERENCE GUIDE**

(For additional detail, see each pertaining section)

**Decal Fees**

<u>Type</u>	<u>Fee</u>	<u>Frequency</u>
Taxicab/Limousine/Pre-Arranged(Other)	\$20	Annual
Re-issue/replacement		
Taxicab/Limousine/Pre-Arranged(Other)	\$25	Per occurrence
Courtesy Vehicle	\$25	Per occurrence
Courtesy Vehicle	\$20	Annual
Temporary Courtesy Vehicle	\$20	Per occurrence
Vehicles placed back into service within thirty (30) days after being removed	\$200	Per occurrence
Motor Vehicle Title/Registration Search	\$1	Per search
Late Document Fees <sup>(1)</sup>	\$5	Daily up to 30 days late per vehicle

<sup>(1)</sup>Late Document fees apply to Taxicabs, Limousine, Pre-Arranged (Other), and Courtesy operating authority holders who fail to submit required inspection documents by the due date.

**Meet & Greet Service Fees**

<u>Service</u>	<u>Fee</u>	
Meet & Greet Request	\$20	
Staging Fee	\$10	per vehicle up to a maximum of \$50 per request

**UTILITIES**

**Water**

<u>Type</u>	<u>Fee</u>	<u>Unit</u>
Treated Water Charge	\$4.45	1,000 Gallons
Reclaimed Water Charge	\$4.45	1,000 Gallons
Sewer	\$3.25	1,000 Gallons



## QUICK REFERENCE GUIDE

(For additional detail, see each pertaining section)

### Trash Service Fees

<u>Service Type</u>	Fee	<u>Unit</u>
Front Load Service	\$3.30	Cubic Yard
Roll-Off Truck Open Top Service	\$9.60	Cubic Yard
Compactor Service	\$10.50	Cubic Yard
Compactor Monitoring Service (Optional with Compactor Service) <sup>(1)</sup>	\$350	Monthly

<sup>(1)</sup> Compactor Monitor -charges do not include sales tax.

### Trash Containers-Rental Fees

Front Load Container	\$30	Monthly
Open Top Container	\$110	Monthly
Compactor Container	\$130	Monthly

### Administrative Fees

Security Deposit <sup>(1)</sup>	2 months rental fee	Per container
Re-Instatement fee <sup>(2)</sup>	\$150	Per event

<sup>(1)</sup> Security deposit does not apply to trash containers located within the central terminal areas.

<sup>(2)</sup> Solid Waste containers will be removed from service for non-payment. In order to resume solid waste service, the past-due invoices must be made current and a \$150 re-instatement fee must be paid.

## INTRODUCTION

### A. GENERAL

This Schedule of Charges has been approved by the Dallas/Fort Worth International Airport Board (“DFW” or the “Board”) and is distributed to all tenants and users of the airport annually. The rates, fees, and charges specified herein are effective on October 1, 2015.

Please direct any questions or comments concerning this schedule to the Assistant Vice-President of Financial Planning at 972-973-5445.

### B. METHODS OF CALCULATION

The Airline Lease and Use Agreement imposes on each Signatory Airline, the obligation to pay rentals, fees, and charges for the use and occupancy of the airport. These payments, together with rentals, fees, and charges paid by other airport users, will produce total annual gross revenues sufficient to pay the operation and maintenance expenses of the airport, plus 1.25 times the payment of principal and interest on the joint revenue bonds, plus the payment of any other obligations required to be paid from the revenues of the airport. The Airline Lease and Use Agreement contains formulas for the calculation of many airport rates, fees, and charges. Copies of the Airline Lease and Use Agreement may be obtained from the Aviation Real Estate Department.

### C. DEFINITIONS

Aircraft – shall mean and include fixed-wing, helicopter, and other rotary-wing airships.

Airline Lease and Use Agreement – shall mean that agreement between the DFW Airport Board (“Board”) and an airline in which the airline agrees to pay rentals, fees, and charges for its use of and operation (or right to operate) at the Dallas/Fort Worth International Airport (“Airport”), and the use and lease of the Terminal and facilities, and the services appertaining thereto, in an amount which, together with rentals, fees, and charges paid by other airlines and other entities using the Airport and Terminal facilities, will be sufficient to produce total gross revenues in each fiscal year as required to satisfy the Board’s obligations (“Agreement”).

Alarm System – shall mean a device or system that emits, transmits, or relays a signal intended to summon, or that would reasonably be expected to summon, police services of the Airport. An Alarm System does not include:

1. An alarm designed to alert only the inhabitants of a premise;
2. An alarm installed on a vehicle unless the vehicle is permanently located at a site; and
3. An automated access control system, which is not designed as an intruder alarm, but only designed to allow orderly access to designated areas.

Alarm Notification – shall mean a notification intended to summon the police, which is designed either to be initiated purposely by a person or by an alarm system that responds to a stimulus characteristic of unauthorized intrusion.

Alarm Site – shall mean a single premise or location served by an alarm system or systems that are under the control of one person or company.

Automated Access Control System – shall mean an automated system for access to Air Operations Areas (AOA), Security Identification Display Areas (SIDA), and Sterile Areas of the airport in compliance with 49 CFR 1500 et al, and other facilities and structures, which have been designated by the DFW Airport Board.

Parking Control System – shall mean the automated control system supporting the parking operation.

Ground Transportation Information Board – shall mean those signage systems provided at each terminal within the baggage claim areas. The Ground Transportation Information Board provides passengers with information on ground transportation service providers; e.g., taxicabs, limousines, rental cars, shuttle service, and shared ride.

Interline Agreement – shall mean that agreement to provide baggage transfers between airlines and the transport of mail between the airlines and the U.S. Postal Service.

Maximum Approved Landed Weight – shall mean the Federal Aviation Administration certified approved landed weight of a specific aircraft.

Non-Scheduled Airline – shall mean a carrier not having a published arrival and departure schedule in the Official Airline Guide. A Non-Scheduled Airline may operate on an ad-hoc basis or have a program of operations for a particular travel season.

Non-Signatory Airline – shall mean a certificated air carrier which has not executed an agreement with the Board substantially similar to the Agreement.

Public Revenue Area Parker – shall mean any vehicle operator including the public operator of a military, church, school bus and/or other vehicle (except those specifically addressed and defined elsewhere) who utilize the DFW Airport facilities by entering and exiting via the plazas (parking booths).

Scheduled Airline – shall mean a carrier having a published arrival and departure schedule in the Official Airline Guide.

Signatory Airline – shall mean a certificated air carrier that has entered into and executed an Agreement with the Board.

#### **D. WAIVER OF CHARGES**

The Chief Financial Officer of DFW Airport, or his/her designee, may waive or adjust an assessment, charge or fee where there is good cause to support such waiver or adjustment. It is the responsibility of the person, company, or organization requesting the waiver or adjustment, to document the request to the Chief Financial Officer or his/her designee. Until the waiver or adjustment is granted, the charge is due and payable under the rules set forth in this Schedule of Charges. If payment for the charge has been remitted prior to granting the waiver or adjustment, the payment will be applied to the payee's past due account and any remaining credit balance shall be refunded.

#### **E. AMENDMENTS OR ADDITIONS**

The Chief Executive Officer, or his/her designee, of DFW Airport has the authority to make interim additions, deletions, and/or adjustments to any charge set forth in the Schedule of Charges. If new charges or amendments are implemented, a twenty-five day advance Notice of Revision will be issued by the Finance Department to tenants or users.

#### **F. REPORT OF WAIVERS OR REVISIONS TO CHARGES**

A report presenting waivers and write-offs in excess of \$25,000 shall be provided to all members of the DFW Airport Board per Board resolution number 2008-07-163.

## AIRCRAFT OPERATIONS

### A. LANDING FEE RATES

1. **Signatory Rate** – The Signatory Rate is calculated pursuant to the formula set forth in the Agreement and is applicable to those Airlines that execute an Agreement with the Board (“Signatory Rate”). The Signatory Rate for Signatory Airlines is \$2.56 per 1,000 pounds maximum landed weight effective 10/01/15-09/30/16.
2. **Non-Signatory Rate**- The Non-Signatory Rate is 125% of the Signatory Rate and is applicable to those Airlines that have not executed an Agreement with the Board (“Non-Signatory Rate”). The Non-Signatory Rate for Non-Signatory Airlines is \$3.20 per 1,000 pounds maximum landed weight effective 10/01/15 – 09/30/16.

All classes of Non-Signatory Rates may be proportionately adjusted during the course of the fiscal year as the Signatory Rate is adjusted.

### B. COMMON USE GATE TURN TIMES

Passenger Airlines using a designated Common Use Gate shall be allotted a specified gate turn time based on the aircraft type and shall be charged a gate use charge for the allotted turn time. (See Sections B and C under Terminal Rental Rates.)

A gate turn time is defined as the block of time when the aircraft chocks are positioned upon arrival and until the start of the push back of an aircraft vacating the designated common gate location.

#### Maximum Aircraft Gate Turn Time

<u>Aircraft Type</u>	<u>Gate Turn Time</u>
RJ/Props	75 minutes
Single Aisle	90 minutes
Double Aisle	180 minutes
Double Aisle/Double Deck	240 minutes

### C. TERMINAL AIRCRAFT PARKING FEES

Signatory Airlines leasing terminal gate space and assigned the use of a Terminal Aircraft Hardstand position by Terminal Management may park an aircraft at the assigned Terminal Aircraft Hardstand position for a period of time not to exceed eight (8) hours. Aircraft will be subject to the applicable rate listed below for parking of passenger aircraft at DFW International gates and designated ramp areas in excess of eight (8) hours. Terminal Aircraft Hardstand Parking positions used by a Non-Signatory Airline or a Signatory Airline not leasing terminal gate space and any unauthorized use of the Aircraft Hardstand Parking positions by an airline will be subject to the Aircraft parking fees as listed below.

## **Aircraft Parking Fees**

<u><b>Aircraft Type</b></u>	<u><b>Parking Fee</b></u>
Single Aisle	\$125
Double Aisle under 300,000 MGLW	\$150
Double Aisle over 300,000-750,000 MGLW	\$225
Double Aisle 750,000+ MGLW	\$500

Note: This Schedule does not include Corporate Aviation Fees (see Corporate Aviation Section). Parking is on a space available basis and at the discretion of Terminal Management, up to a maximum 12-hour blocked period and/or fraction thereof.

### **D. PENALTY FOR FAILURE TO MOVE AIRCRAFT FROM A COMMON USE GATE**

An aircraft that remains parked at a Common Use Gate for more than its allotted turn time and is impacting another carrier's flight operation, or after DFW Airport Terminal Management has directed the area to be cleared for operational reasons, shall be charged:

I.	First thirty (30) minutes	\$150
II.	Second thirty (30) minutes	\$150
III.	Additional thirty (30) minute increments	\$300

Such fee will be separate and above any other fees assessed for parking and/or gate usage.

### **E. EXEMPTION TO AIRFIELD CHARGES**

#### **1. Federal Government**

Aircraft owned or chartered by the Federal government are exempt from charges provided that the total movements do not exceed twenty-five (25) landings per day, or three hundred (300) landings per month.

#### **2. State and Local Government**

Aircraft owned or chartered by the State of Texas, the Cities of Dallas, and Fort Worth, or the DFW Airport Board are exempt from charges.

Certain organizations or companies, who are providing DFW Airport with necessary services at no charge, may be exempt from airfield charges.

### **F. CORPORATE AVIATION CHARGES**

Corporate Aviation operations are subject to landing fees at the published Non-Signatory rate.

Corporate Aviation has two rate categories:

- 1. Facility Fee** - is a combination of parking and miscellaneous service fees and is charged to all operators regardless whether the services are used or not. It is intended to cover aircraft parking, GPU usage for aircraft start-up, catering, lavatory, and one bin of potable water. The charge is for each 24-hour period of occupancy and is based on aircraft landing weights.

### Facility Fees

<u>Landing Weights</u>	<u>Fee</u>
Up to 12,500 lbs	\$70
12,500-25,000 lbs	\$90
25,001-50,000 lbs	\$110
50,001-100,000 lbs	\$130
100,001-200,000 lbs	\$150
200,001 lbs +	\$170

2. **Fuel Handling Fee and Volume Discount** – The Fuel Handling fee is charged per gallon, payable at the time of checkout on all contract fuel purchased. The Volume Discount is applied to retail fuel based on the number of gallons purchased.
3. **Contract Fuel** - DFW Airport applies a surcharge (i.e. fuel handling fee) per gallon payable at the time of checkout on all contract fuel based on the number of gallons fueled as follows:

### Fuel Handling Fees

<u>Fuel Volume (Gal)</u>	<u>Handling Fee</u>
0-50	\$0.65
51-100	\$0.60
101-250	\$0.55
251-500	\$0.50
501-1000	\$0.45
1000+	\$0.40

4. **Retail Fuel** - DFW Airport applies a discount to purchases of retail fuel based on the number of gallons purchased as follows:

### Volume Discount

<u>Fuel Volume (Gal)</u>	<u>Volume Discount</u>
0-50	\$0.00
51-100	\$0.05
101-250	\$0.10
251-500	\$0.15
501-1000	\$0.20
1000+	\$0.25

5. **After Hours Facility Fee** – This fee is intended to cover aircraft maintenance services performed during non-operational hours at a rate of \$100 per hour. Non-operational hours are between midnight and 5:00 a.m.

## TERMINAL RENTAL RATES

### A. AIRLINE TERMINAL RATES

The rate per square foot for each passenger terminal is composed of cost elements including, but not limited to, operating and maintenance expense, an allocable share of debt service, overhead, and DPS expenses, less various credits and transfers.

#### Preferential Airline Terminal Office Space Rental Rates

	<b>Period</b>	<b>Gross Rent per Square Foot</b>
Terminals B, D, E	10-01-15 - 09-30-16	\$209.83

Terminal Rental Rates are net of applicable maintenance credits in certain terminals resulting in the following Net Terminal Rental Rates for Terminals A & C:

Terminal A	10-01-15 - 09-30-16	\$148.41
Terminal C	10-01-15 - 09-30-16	\$148.41

**Common Use Airline Terminal Office Space  
Rental Rates**

	<b>Period</b>	<b>Rent per Square Foot</b>
Signatory	10-01-15 - 09-30-16	\$209.83
Non-Signatory	10-01-15 - 09-30-16	\$262.29

**Non-Airline Terminal Support Space  
Rental Rates**

Non-Airline Terminal Support Space rental rates vary depending upon market conditions, type and use of space and specific agreement. Please contact Aviation Real Estate at 972-973-4630 for additional information.



**B. TERMINALS B/E & D, COMMON USE GATE CHARGES**

The following charges are levied on a per use basis:

<u>Type Aircraft</u>	<b>Terminal B/E</b>		<b>Terminal D</b>	
	<b>Scheduled</b>	<b>Charter</b>	<b>Scheduled</b>	<b>Charter</b>
A300	\$4,110	\$4,727	\$4,574	\$5,257
A310	\$4,110	\$4,727	\$4,574	\$5,257
A318/319/320/321	\$1,485	\$1,761	\$1,529	\$1,855
A330/A340	\$4,110	\$4,727	\$4,574	\$5,257
A350	\$4,110	\$4,727	\$4,574	\$5,257
A380	\$0	\$0	\$7,954	\$9,280
B717	\$1,485	\$1,761	\$1,529	\$1,855
B727	\$1,485	\$1,761	\$1,529	\$1,855
B737	\$1,485	\$1,761	\$1,529	\$1,855
B747	\$4,110	\$4,727	\$4,574	\$5,257
B757	\$2,037	\$2,466	\$2,253	\$2,599
B767	\$4,110	\$4,727	\$4,574	\$5,257
B777	\$4,110	\$4,727	\$4,574	\$5,257
B787	\$4,110	\$4,727	\$4,574	\$5,257
DC8	\$2,037	\$2,466	\$2,253	\$2,599
DC9	\$1,485	\$1,761	\$1,529	\$1,855
DC10	\$4,110	\$4,727	\$4,574	\$5,257
L1011	\$4,110	\$4,727	\$4,574	\$5,257
MD11	\$4,110	\$4,727	\$4,574	\$5,257
MD-80/90	\$1,485	\$1,761	\$1,529	\$1,855
RJ-81 + seat capacity	\$1,485	\$1,761	\$1,529	\$1,855
RJ-0-80 seat capacity	\$795	\$917	\$874	\$1,022
Prop	\$795	\$917	\$874	\$1,022

Not all potential aircraft types and required services are listed above. It will be at the discretion of the Airport Board to adjust the Use Fee based on the size of aircraft, number of passengers, type and frequency of operations, and the terminal services needed of the operation in question.

### **C. TERMINAL HARDSTAND OPERATIONS**

Airlines utilizing hardstand positions at a Terminal for operating passenger flights will be charged a rate equivalent to 50% of the Terminal Common Use Gate charge for the applicable aircraft and type of operation. Terminal hardstand operations must be schedule and coordinate through Terminal Management.

### **D. COMMON USE GATE CHARGES FOR PREFERENTIAL LEASE HOLDERS**

A rate of \$350 will be charged as a Gate Use Fee for use of a Common Use Gate for the operation of a scheduled flight by an airline leasing other gate(s) at Terminals B/D/E on a preferential use basis. The Gate Use Fee only covers the use of the hold room and the aircraft parking position at the gate and not any other Board facilities at the Terminal.

A rate of \$25 per hour per position will be charged for use of an ATO CUTE location for the operation of a flight by an airline leasing other ATO facilities at Terminals B/D/E on a preferential use basis.

### **E. TECH STOPS**

Tech Stops will be charged 50% of the Charter per turn rate. A Tech Stop is defined as an aircraft arriving on a Common Use Gates for purposes of fueling in route during a weather or aircraft maintenance divert from a primary airport ("Tech Stop"). Tech Stop fee also applies to an operational aircraft (both live and ferry), utilizing a hardstand parking spot to deplane and/or crew.

A Tech Stop does not allow passenger on/off loading at a Terminal. If passengers enplane or deplane at a terminal, the airline will be subject to the Charter Common Use Gate charges.

### **F. NON-PERMITTEE PAYMENT REQUIREMENT**

Any airline (other than a scheduled airline and/or signatory airline) operating a charter flight on a Common Use Gate is required to pay all operating fees five (5) business days in advance of its charter operation. If a request to operate a charter flight is received within five (5) business days of their charter operation, the airline is required to pay all operating fees within 24 hours of the request or prior to the charter flight's arrival (whichever occurs first). If payment is not received by the above deadline, the use of the gate is subject to cancellation.

Additional fees may apply if airline requires DFW ticket stock or other supplies for its operation. For additional information about these fees, please contact Terminal D Management.

### **G. FEDERAL INSPECTION SERVICE (FIS) FEES**

The FIS charge is \$6.78 per deplaned signatory/permittee passenger. The FIS charge is \$8.48 per deplaned non-signatory/non-permittee passenger.

## GROUND RENTAL AND FOREIGN TRADE ZONE

### A. GROUND RENTAL

The annual rate per acre for ground rent (on leases with airfield access) is as follows:

#### Ground Rental Rates

<u>Type</u>	<u>Fee</u>	<u>Unit</u>
Annual Ground Rental Rate	\$26,897	Acres

### B. FOREIGN TRADE ZONE

The following represent application fee and annual operating fee for the appropriate zones:

#### Foreign Trade Zone Rates

<u>User Type</u>	<u>Application Fee</u>	<u>Annual Fee</u>
On Airport Operator	N/A	\$5,000
Pre-designated Land Sites <sup>1</sup>		
Landowner	\$3,000 <sup>3</sup>	\$1,000
Operator	N/A	\$15,000
Company Specific Sites <sup>2</sup>		
Operator	\$6,000 <sup>4</sup>	\$15,000

<sup>1</sup> Previously "Magnet" or "Second" Sites

<sup>2</sup> Previously "Usage Driven" or "Subzone" Sites

<sup>3</sup> User is separately responsible for preparing an application to the Foreign Trade Zones Board

<sup>4</sup> This fee includes preparation of the application to the Foreign Trade Zones Board

The annual operating fee is due as stated in the executed "Agreement" with Dallas/Fort Worth Trade Zone No. 39. Unless otherwise stated in the "Agreement," the annual fee for each fiscal year will be due upon receipt of invoice or on the date a new operating agreement becomes effective. All application fees are due before DFW Airport will send correspondence to the Foreign Trade Zones Board in support of the application.

## PARKING CHARGES

### A. PUBLIC PARKING CHARGES (INCLUDING DFW BUSINESS CENTER)

Parking fees for the general public including military, church, school buses, and other vehicles (except those specifically addressed under other sections of this chapter) shall be paid at the airport exit plazas:

#### Vehicle Parking Fees <sup>(1)</sup>

<u>Duration</u>	<u>Terminal</u>	<u>Express Covered</u>	<u>Express Uncovered</u>	<u>Remote</u>
0 min - 30 min	\$2	\$2	\$2	\$1
30 min - 2 hour	\$3	\$2	\$2	\$1
2 - 4 hours	\$7	\$3	\$3	\$2
4 - 6 hours	\$9	\$4	\$4	\$3
6 - 24 hours	\$22	\$13	\$11	\$9

(1) All Parking fees, excluding valet parking, include sales tax. The sales tax is based on applicable tax jurisdiction.

Vehicles entering the DFW Business Center through the public revenue area (Parking Plazas) are charged at the Terminal Rate. When the daily maximum rate is reached, all rates repeat for each additional twenty-four (24) hours. Discount coupons must be presented upon exit and any reductions in parking fees must be assessed at the time of exit.

### B. OFF-AIRPORT CHARGES

Percentage Fees: As a condition of being issued a permit to pick up and drop off customers and/or vehicles at DFW Airport, off-airport parking and off-airport operators shall pay to the Board monthly, by the 20<sup>th</sup> day of each month, an amount equal to ten percent (10%) of all gross receipts of the off-airport business location from which the pick up and drop off of customers and/or vehicles is conducted for the preceding month.

### C. PARKING SERVICE REFUND

Parking refund requests must be submitted within sixty (60) days of the date and time of exit from the parking facility, including related fees or credits associated herein. All parking refunds will be determined by the Vice President of Finance or his/her designee.

### D. EXEMPTIONS FROM PARKING CHARGES

1. Grand Hyatt and Hyatt Regency Hotel guests with properly validated tickets and utilizing the public parking facilities of the hotel are exempt from parking fees. Parking in excess of the validated time shall be charged at the public terminal parking rates.
2. Fees are waived for vehicles bearing disabled veteran plates, or license plates of Congressional Medal of Honor recipients, Pearl Harbor survivors, Purple Heart recipients, Legion of Valor Medal recipients, Legion of Merit Medal recipients, WWII

Veteran, Defense Superior Service Medal, Military Specialty License Plates for Extraordinary Service, Bronze Star Medal, Bronze Star Medal with Valor, Air Medal, Air Medal with Valor recipients, Distinguished Service Medal recipients, Air Force Cross, Air Force Distinguished Service Cross recipients, Army Distinguished Service Cross recipients, Navy Cross recipients, Silver Star Medal recipients, or former POW's from Texas or any other state.

3. Vehicles that have been granted permission to park in the Central Terminal Area (CTA) for a predetermined period will be charged the appropriate rate thereafter. All privileges associated with Vehicular Access require the individual(s) to obtain and use an NTTA Toll-Tag supported by a credit card.
4. Government owned vehicles of public safety agencies described below shall not be charged for the first twenty-four (24) hours; thereafter, appropriate parking rates apply. All privileges associated with this exemption require the individual(s) to obtain and use an NTTA Toll-Tag supported by a credit card. Any exception to this requirement must have approval from the CFO (or his/her designee).
  - a) Department of Justice and Department of Homeland Security vehicles where their Special Agent in Charge of local law enforcement activities has identified the vehicle as having official business at DFW.
  - b) Local and State Public Safety vehicles with agency identifying markings and bearing exempt Texas license plates.
  - c) Unmarked Law Enforcement vehicles on official business that are escorted by the Airport Department of Public Safety.
5. Authorized government owned vehicles of law enforcement and governmental agencies that have a waiver from the CFO (or designee) or have a use agreement that exempts them from parking charges at DFW International Airport shall not be charged for the first twenty-four (24) hours; thereafter, appropriate parking rates apply. All privileges associated with this exemption require the individual(s) to obtain and use an NTTA Toll-Tag supported by a credit card.

#### **Insufficient Funds (ISF) – Unpaid Parking Fees**

A \$10 charge will be applied to all ISF's.

#### **Each Returned Check**

Reference Payment Arrangements, Section D – Returned Check Charge.

### **E. VEHICULAR ACCESS CHARGES**

#### **1. 24-Hour Free Parking**

The annual charge is \$2,000 unless exempted by separate agreement. This parking privilege is issued to authorized airport representatives and tenants, governmental organizations, and law enforcement agencies with jurisdiction over the airport. Upon airport exit, this privilege allows up to twenty-four (24) consecutive hours of free parking; thereafter appropriate parking rates apply. This parking privilege is subject to approval guidelines. All privileges associated with Vehicular Access Charges require the individual(s) to obtain and use an NTTA Toll-Tag supported by a credit card.

#### **2. 6-Day Free Parking**

The annual charge is \$3,000 unless exempted by a separate agreement. This parking privilege is issued to authorized airport representatives and tenants,

governmental organizations and law enforcement agencies with jurisdiction over the airport. Upon airport exit, this privilege allows up to six (6) consecutive days; thereafter, appropriate parking rates apply. This parking privilege is subject to approval guidelines. All privileges associated with Vehicular Access Charges require the individual(s) to obtain and use an NTTA Toll-Tag supported by a credit card.

**3. 30-Day Free Parking**

The annual charge is \$6,000 unless exempted by a separate agreement. This parking privilege is issued to authorized airport representatives and tenants, governmental organizations and law enforcement agencies with jurisdiction over the airport. Upon airport exit, this privilege allows up to thirty (30) consecutive days; thereafter, appropriate parking rates apply. This parking privilege is subject to approval guidelines. All privileges associated with Vehicular Access Charges require the individual(s) to obtain and use an NTTA Toll-Tag supported by a credit card.

**4. Crossover Gate Access**

Crossover gate access is available for both 24-Hour Parking, 6-Day Parking, and 30-day Parking for an additional fee of \$300.

24-Hour Parking with crossover	\$2,300
6-Day Parking with crossover	\$3,300
30-Day Parking with crossover	\$6,300

All privileges associated with Vehicular Access Charges require the individual(s) to obtain and use an NTTA Toll-Tag supported by a credit card.

5. All fees for vehicular access charges are non-transferrable and non-refundable. The CFO (or his/her designee) may, in his/her sole discretion, grant an exception in the case of termination of employment or termination of a contract, which eliminates the need for such vehicular access.

**F. OTHER PARKING CHARGES**

Reference Public Safety Medical & Service Charges, Section E- Towing and Impoundment Charges.

The replacement fee for a lost Board provided Proximity Card is as follows:

Initial Issue:	Free
1 <sup>st</sup> Replacement:	\$100.00
2 <sup>nd</sup> Replacement:	\$150.00
3 <sup>rd</sup> Replacement:	\$200.00

If a police report is provided to substantiate theft there will be no charge.

## GROUND TRANSPORTATION

### A. OPERATING AUTHORITY FEES

<u>Operating Authority Fees</u>			
<u>Operating Authority Type</u>	<u>Fees</u>	<u>Additional Fees</u>	<u>Frequency</u>
Taxicab	\$600	\$60 each Taxicab authorized	Annual <sup>(1)</sup>
Limousine	\$600		Annual <sup>(1)</sup>
Pre-Arranged (Other)	\$600		Annual <sup>(1)</sup>
Courtesy Vehicle	\$600		
Temporary amendment to operating authority for: Limousine	\$20		Per occurrence
Reinstatement Fee of Operating Authority: Limousine	\$500		Per occurrence
Pre-Arranged (Other)	\$500		Per occurrence
Taxicab	\$500		Per occurrence
Courtesy Vehicle	\$500		Per occurrence
Late Document Fees <sup>(2)</sup>	\$5	Daily up to 30 days late per documents	Daily

(1) Late document fees apply to Taxicab, Limousine, Pre-Arranged (Other), and Courtesy operating authority holders who fail to submit required inspection documents by the due date.

(2) Late documents fees are charged per document including applications and /or vehicle inspection paperwork. Shared ride fees are included in each customer's contract and are billed accordingly.

## B. ACCESS FEES

The following access fees are for the various classes of commercial ground transportation.

### Access Fees<sup>(5)</sup>

<u>Class Type</u>	<u>Class</u>	<u>Total Fee</u>
Taxicab <sup>(1) (2)</sup>	Three	\$4.00
Limousine <sup>(2)</sup>	Four	\$4.43
Pre-Arranged (Other) <sup>(2) (3)</sup>		\$4.00
Bus <sup>(2)</sup>	Five	\$6.36
Courtesy Vehicle <sup>(2)</sup>	Eight	\$2.19
Pre-Arranged (TNC) <sup>(3)(4)</sup>		\$4.00

(1) This fee applies to dispatched pick up and drop off within the central terminal area. The total fee is the amount to be collected from the customer, and it includes the NTTA transaction fee.

(2) Use of the NTTA TollTag system is required for all classes, unless another payment process is approved. Failure to utilize this system will result in a \$22 charge.

(3) Effective August 1, 2015

(4) Transportation Network Company (TNC) operators shall pay the Board \$2.00 for each trip to the Airport. In addition, drivers shall pay public parker rates (a minimum of \$2.00) while at the Airport. \$4.00 of the total charge is considered an access fee and not public parking revenue.

(5) Access fees are charged per trip and cover the first two (2) hours at the Airport. After the first two (2) hours, additional charges apply at the public parkers rate. Any amount paid over the listed access fees will be considered as public parking revenue.

### Driver Permit Fees<sup>(1)</sup>

<u>Permit Type</u>	<u>Fee</u>
Renewal Driver Application	\$40
New Driver Application	\$60
Duplicate/Replacement Driver Permit	\$25
Change/Add driver or provisional permit	\$10

(1) Driver Permit Fees expire on December 31, 2015



**DECAL FEES**

<u>Type</u>	<u>Fee</u>	<u>Frequency</u>
Taxicab/Limousine/Pre-Arranged(Other)	\$20	Annual
Re-issue/replacement		
Taxicab/Limousine/Pre-Arranged(Other)	\$25	Per occurrence
Courtesy Vehicle	\$25	Per occurrence
Courtesy Vehicle	\$20	Annual
Temporary Courtesy Vehicle	\$20	Per occurrence
Vehicles placed back into service within thirty (30) days after being removed	\$200	Per occurrence
Motor Vehicle Title/Registration Search	\$1	Per search
Late Document Fees <sup>(1)</sup>	\$5	Daily up to 30 days late per vehicle

<sup>(1)</sup>Late Document fees apply to Taxicabs, Limousine, Pre-Arranged (Other), and Courtesy operating authority holders who fail to submit required inspection documents by the due date.

**C. MEET AND GREET SERVICE FEES**

**Meet & Greet Service Fees**

<u>Service</u>	<u>Fee</u>	
Meet & Greet Request	\$20	
Staging Fee	\$10	per vehicle up to a maximum of \$50 per request

Meet and Greet Service Fees and all “One occurrence” access fees must be paid at the time of service access request.

## PUBLIC SAFETY MEDICAL & SERVICE CHARGES

### A. AIRCRAFT RESCUE FIRE FIGHTING (ARFF) AND STRUCTURAL FIRE TRAINING

The Department of Public Safety conducts various Aircraft Rescue & Fire Fighting training courses throughout the year. Some classes are conducted at specific intervals and others upon request. Contact the Department of Public Safety for additional information.

#### Summary of Charges

<u>Course Name</u>	<u>Hours</u>	<u>Course Fee</u>
<b>Firefighter Development Courses</b>		
Texas Basic Aircraft Rescue Fire Suppression	120	\$2,000
NFPA 1003 Basic ARFF w/live fires	48	\$1,400
NFPA 1003 Basic ARFF without fires	40	\$400
NFPA 1003 Basic ARFF live fires	8	\$1,000
Fire Instructor I Certification	48	\$300
Fire Instructor II Certification	48	\$300
Driver/Operator-Pumper Certification	80	\$550
Wildland Firefighting	40	\$500
Cargo ARFF Strategies and Tactics	24	\$600
Strategies and Tactics for Aviation Incidents	40	\$800
Strategies and Tactics ARFF Vehicle Operator (EVOC)	24	\$1,600
Structural Response to ARFF Incidents (8hr SAFT)*	16	\$1,400
<b>Fire Officer Development Courses</b>		
Fire Officer I certification	64	\$400
Fire Officer II certification	64	\$400
Strategies and Tactics for Helicopter/Heliport	16	\$450
Command and Control of Airport Emergencies	24	\$500
Company Officer Academy	40	\$400
Fire Prevention for the Company Officer	32	\$400
<b>Chief Officer Development Courses</b>		
Emergency Management Principles for ARFF	40	\$400
Senior Fire Officer Academy	40	\$500

All courses listed above include a provided lunch each day.

\*Exception: Lunch is not provided at NFPA 1003 basic course that is conducted off campus.

A La Carté Training menu items may be added to any Aircraft, FAR 139 Compliant Fires, or Structural training courses.

## A La Carté Training Menu

<u>Item</u>	<u>Cost</u>	<u>Time</u>
<b>FAR139 Compliant Fires-Per individual(course includes one fire)</b>		
Fuel Spill Burn Area (FSBA) Handline Fire Control	\$550	4 hours
Vehicle Mass Application (FSBA)	\$850	4 hours
Hydrocarbon FSBA Handline Fire Control	\$1,000	4 hours
Hydrocarbon Vehicle Mass Application (FSBA)	\$1,200	4 hours

FAR 139 Compliant fires include safety briefing, one exterior fire and one interior fire per student

Structural Adaptation to ARFF-Narrow Body SAFT rental	\$600	4 hours
Structural Adaptation to ARFF-Narrow Body SAFT rental	\$1,200	8 hours
Structural Tower Rental	\$500	4 hours
Structural Tower Rental	\$1,000	8 hours
Flash over Chamber Rental	\$500	4 hours
Flash over Chamber Rental	\$1,000	8 hours
Hydrocarbon 3D Handline Fires (includes 3 fires)	\$2,500	4 hours
Hydrocarbon 3D Handline Fires (includes 6 fires)	\$5,000	8 hours
Rescue Training 727 rental- including-smoke	\$500	4 hours
Late registration <28 days (group scheduling)	\$1,500	
Class Room Rental	\$500	4 hours
Class Room Rental	\$1,000	8 hours

Off Campus training Instructor cost per hour (Price includes 2 instructors)

United States	\$100
International	\$200

Cost does not include expenses for travel, lodging, translation or meals. Those costs will be based on actual cost at time of booking.

<b>Number of Attendees</b>	<b>Discount</b>	
50+	10%	
100+	20%	
Co-Host ARFF Training Symposiums	\$200 per student	24 hours
ARFF Training Event Rodeo (Local Fire Fighters)	\$150	8 hours
LARFF (Latin ARFF)	\$1,000	40 hours

## **B. ALARM RESPONSE**

### **False Security Alarm Charges**

<u>Frequency</u>	<u>Fee</u>
1 to 3 occurrences	No Charge
4 to 5 occurrences	\$50 per response
6 to 7 occurrences	\$75 per response
8 occurrences	\$100 per response
Over 8 occurrences	No DPS response

False alarms are counted each twelve (12) month period commencing on January 1 of each year. After the eighth (8<sup>th</sup>) alarm and upon written notification to the owner/operator, the Department of Public Safety (DPS) will not respond to the premises of such alarm for a period of ninety (90) days. At the end of the ninety (90) day period, the owner/operator may apply to the DPS for reinstatement of the alarm for the remainder of the calendar year.

Reinstatement of an alarm requires that the owner/operator provides:

1. Documentation that said alarm has been repaired and is in proper operational condition; and
2. Payment of a \$25 reinstatement fee.

After an alarm has been reinstated, any future false alarms will result in removal of that alarm from the DPS Central Control system for the remainder of the calendar year. If the alarm is not reinstated, DPS will not respond to alarms for the remainder of the calendar year.

## **C. EMERGENCY MEDICAL SERVICE (EMS)**

The responsible party for patients treated and/or transported by Emergency Medical Services will be billed the reasonable and customary rate for the basic life support and/or advanced life support services provided. Advanced life support includes, but is not limited to, EKG interpretation, determination of any clinical value involving a blood draw, and any therapy involving administration of medication.

DFW Airport Board employees are exempt from these charges.

## **D. FINGERPRINTING FOR IDENTIFICATION**

The Airport Board's Department of Public Safety, upon request, will record a person's fingerprints or those of the individual's child or ward. The charge for this request is \$45 and is non-refundable. The department, at its discretion, may retain a copy of this report.

## **E. TOWING AND IMPOUNDMENT CHARGES**

Owners of vehicles impounded by the Airport Board's Department of Public Safety will be assessed towing charges and parking fees accrued to date of impoundment plus applicable charges assessed by contracting agency.

**F. INDOOR FIREARMS RANGE**

Contracted services are available. Contact the Ranger Master for more information at 972-574-8507.

**G. COPIES OF ACCIDENT (CRASH) REPORT**

In accordance with Section 550.065 of the Transportation Code, requests for copies of motor vehicle accident reports (CR-3) will be provided by the Airport Board’s Department of Public Safety. The non-refundable fee shall be paid by cash, check, money order made payable to the DFW Airport Board, or by any payment portal provided.

**Accident (Crash) Reports**

<u>Report</u>	<u>Fee</u>
CR-3	\$6.00
CR-3 Certified	\$8.00
Certification of No Report on File	\$6.00

**H. AIRPORT IDENTIFICATION/ACCESS BADGES AND FINGERPRINTING SERVICES**

Airport Identification/Access Badges (badges) are issued by the Department of Public Safety for employee access into the Security Identification Display Area (SIDA) or the secure area (Non-SIDA) of DFW Airport or other facilities and buildings as designated by the DFW Airport Board. All fees are non-refundable. Airport users and their sponsors are required to furnish proof of waivers of all fees. Fingerprinting services for qualified Airport Identification/Access Badge (badge) applicants are provided by the Department of Public Safety for the purpose of obtaining criminal history records.

The only acceptable forms of payment for badging fees are credit card, debit card, or corporate credit card, except for signatory airlines who may be billed for 1<sup>st</sup> issuance and renewal badge fees.

**Fees:**

Badge 1st issuance	\$116 <sup>1</sup>
Badge Renewal	
Within 30 days from the date of expiration	\$85
Not within 30 days from the date of expiration	\$116 <sup>2</sup>
Replacement for lost/stolen; reinstatement for suspended or revoked	
1 <sup>st</sup> Occurrence	\$116 <sup>2</sup>
2 <sup>nd</sup> Occurrence	\$166 <sup>2</sup>
3 <sup>rd</sup> Occurrence	\$266 <sup>2</sup>
4 <sup>th</sup> Occurrence	Not Allowable <sup>3</sup>
Replacement due to theft (police report required)	No Charge
Badge not returned within ten (10) business days	\$116 <sup>4</sup>
Change Personal Name, Business Name, or Level of Access	\$66
Damaged or Destroyed	\$66 <sup>2</sup>
Fingerprinting	
1 <sup>st</sup> Submission	\$66 <sup>5</sup>
2 <sup>nd</sup> Submission (if first is unclassified)	No Charge

<sup>1</sup> Rate is \$66 for signatory airlines who have an active account with DFW Airport's Aviation Security Clearance services contractor.

<sup>2</sup> Government employees, to include DFW Board, will be responsible for these fees if incurred.

<sup>3</sup> Badge replacement shall not be permitted after the 3<sup>rd</sup> occurrence when a badge is suspended or revoked as a result of badge holder violating security policies, procedures, regulations, laws, or rules or if lost or stolen. The expiration date for replacement badges shall not be extended beyond the expiration date of the badge that is being reissued.

<sup>4</sup> Employers will be billed these fees if they fail to return the badge within ten business days from the date the employer notified the Access Control Office to suspend an employee's access privileges.

<sup>5</sup> Includes foreign student pilot program and individuals required by state or federal statute to have a computerized Criminal History Records check (CHRC). Please note that this service is limited to digital fingerprints submitted to the DFW Airport's Aviation Security Clearance Services contractor.

## **I. AOA VEHICLE ACCESS PERMITS**

AOA vehicle access permits, including temporary AOA vehicle access permits, are issued by the Department of Public Safety to authorize motor vehicles to enter the Security Identification Display Area (SIDA) through AOA gates. A completed permit application, including all required signatures, is required before a permit will be issued. Airport users must furnish proof of automobile liability insurance that meets or exceeds the Board's insurance requirements when the permit application is presented to the Access Control Office (ACO). A completed permit application is also required to replace a lost, stolen or damaged AOA vehicle access permit.

The fee for an AOA vehicle access permit, including a temporary AOA vehicle access permit and a replacement permit, is \$50.00. This fee must be remitted at the time the completed permit application is submitted to the ACO. AOA permit fees apply to motor vehicles that require entry to the AOA through an AOA gate on an on-going or periodic basis.

The only acceptable forms of payment for AOA vehicle access permit fees are credit card, debit card, or corporate credit card, except for signatory airlines who may be billed direct. AOA vehicle access permit fees, including fees for temporary AOA vehicle access permits and replacement permits, are waived for federal governmental agency and Airport Board vehicles. Airport users and their sponsors are required to furnish proof of waivers of fees for AOA vehicle access permits. AOA vehicle access permit fees are non-refundable.

Ground handling equipment that remains on the ramp and does not traverse through AOA gates must also be authorized to be on the SIDA. There is no charge for AOA equipment permits but a completed equipment permit application is required to replace a lost, stolen or damaged AOA equipment permit.

## **J. AOA ACCESS CONTROL DEVICES (GENIES)**

1. Devices require a \$300 deposit per device for companies approved by the Department of Public Safety. Deposits will not accrue interest and are refundable upon return of the device.
2. Lost/stolen/damaged devices will be replaced for a \$300 fee, or will result in the forfeiture of the \$300 deposit in the event the device is not replaced.
3. Deposits are waived for Airport Board Departments and Federal Government Agencies.
4. Airport users and their sponsors are required to furnish proof of waivers of fees for access control devices (genies).

## UTILITIES AND MAINTENANCE SERVICES

### A. HEATING AND COOLING SERVICES

#### 1. Facilities receiving service from Energy Plaza (formally Central Utilities Plant)

Energy Plaza provides heating and cooling service to Terminals A, B, C, & D; Terminal E Satellite, Verizon, DFW Business Center, Grand Hyatt and Hyatt Regency, FAA TRACON, AA Priority Parcel Facility, Skylink MSF, and DFW's ITS Data Center.

#### 2. Sub-tenant pro-rated charges

The primary tenant of a terminal building may pro-rate heating and cooling charges to sub-tenants on a square foot basis. In some cases, the primary tenant may have an arrangement to bill sub-tenants on a pro-rated basis.

### B. ELECTRICAL AND NATURAL GAS

Electrical service is provided by contract between the tenant and the certified Retail Electric Provider (REP) of their choosing or by the Airport Board. Natural gas service is provided by contract between the tenant and ATMOS Energy or by the Airport Board.

All tenants receiving electric and/or gas utilities service from the Airport Board to the respective leased areas shall be required to make a security deposit in advance equal to 1/5<sup>th</sup> of the tenant's estimated annual billings. In those instances wherein a tenant is unable to provide history for establishing usage to determine the amount of the security deposit as stated, the Airport Board may establish the initial amount of the deposit based on the usage of a like tenant class.

In the event the tenant defaults in the payment of electric and/or gas utility services, the Airport Board may use, apply or retain the whole or any part of the security deposit to the extent required for payment of the delinquent amount. If the tenant terminates the landlord/tenant relationship and is current in its payments to the Airport Board, the security Deposit shall be returned to the tenant.

### C. WATER

Treated (potable/drinkable) water, reclaimed water, and sewer charges are based on operating and maintenance costs, and current Airport Board overhead. Charges are assessed on the basis of consumption.

#### Water

<u>Type</u>	<u>Fee</u>	<u>Unit</u>
Treated Water Charge	\$4.45	1,000 Gallons
Reclaimed Water Charge	\$4.45	1,000 Gallons
Sewer	\$3.25	1,000 Gallons

Construction projects on the airport, requiring the use of potable water, will be billed at the prevailing rates. Construction projects that will utilize potable water with a demand rate in excess of 500 gallons per minute, regardless of cumulative total consumption, shall be coordinated in advance of need with DFW Water Systems.



All new or enlarged, permanent water meter installations, served by DFW Airport's potable water distribution system, will be subject to an impact tapping/connection fee. The impact tapping/connection fee shall be based on the size of the water meter and shall be determined by using the current impact fee rates established by the City of Fort Worth's Water Department for new and enlarged services on DFW Airport's potable water system. The impact tapping/connection fee must be paid during the construction phase of the project. Contact the DFW Utilities Manager at 972-973-3637 for information on the current Water System Impact Tapping/Connection fees.

A water use permit must be obtained by the prime contractor prior to usage. A damage deposit of \$3,000 for water taps or hydrant attachments must be submitted at the time of application. All billings for water usage will be the sole responsibility of the prime contractor.

The prime contractor shall ensure that no meter is installed or replaced without prior contact with DFW Water Systems to have the meter read and recorded. Failure to contact DFW Water Systems may result in either the forfeiture of the \$3,000 damage deposit or a billing based upon calculated usage.

In the event of meter failure, consumption will be estimated based on usage under similar conditions during a period preceding and/or subsequent thereto, or corresponding periods in previous years.

**D. TRASH**

Trash removal and disposal charges are based on operating and maintenance costs allocable to this system in addition to the size, type and quantity of trash containers and the frequency of service.

**Trash Service Fees**

<u>Service Type</u>	<u>Fee</u>	<u>Unit</u>
Front Load Service	\$3.30	Cubic Yard
Roll-Off Truck Open Top Service	\$9.60	Cubic Yard
Compactor Service	\$10.50	Cubic Yard
Compactor Monitoring Service (Optional with Compactor Service) <sup>(1)</sup>	\$350	Monthly

<sup>(1)</sup> Compactor Monitor -charges do not include sales tax.

**Trash Containers-Rental Fees**

Front Load Container	\$30	Monthly
Open Top Container	\$110	Monthly
Compactor Container	\$130	Monthly

**Administrative Fees**

Security Deposit <sup>(1)</sup>	2 months rental fee	Per container
Re-Instatement fee <sup>(2)</sup>	\$150	Per event

<sup>(1)</sup> Security deposit does not apply to trash containers located within the central terminal areas.

<sup>(2)</sup> Solid Waste containers will be removed from service for non-payment. In order to resume solid waste service, the past-due invoices must be made current and a \$150 re-instatement fee must be paid.

**E. INTERNATIONAL WASTE DISPOSAL**

International waste disposal for non-signatory carriers is \$0.46 per pound. There is no pound limit.

**F. MAINTENANCE CHARGE**

Any tenant, permittee, or sublessee who is negligent in the maintenance or repair of their facilities as required by the terms of their contract shall be cited in writing. If appropriate action is not taken within thirty (30) days from the date of notice, the DFW Airport Board will take the necessary action for repair and maintenance and charge the lessee at a minimum rate of \$195 per hour. This charge includes necessary labor costs, overhead, equipment, materials, and administrative costs.

## ENVIRONMENTAL COST RECOVERY

### A. ACTIONS OCCURRING ON DESIGNATED SOURCE ISOLATION DEICING PADS

#### Deicing Violations

<u>Failure to:</u>	<u>First Offense Demerits</u>	<u>Second Offense Demerits</u>	<u>Third &amp; Subsequent Demerits</u>
Notify DFW AOC prior to deicing/anti-icing	100	500	1,000
Notify DFW AOC within two hours of completion deicing/anti-icing	100	500	1,000
Failure to have an accredited supervisor on site (within permit limits)	100	500	1,000
Provide properly completed Glycol Usage Forms within time	500	1,000	5,000
Remediate or report spills outside of pad**	1,000	5,000	10,000
Prevent deicing fluids from entering pretreatment system	1,000	5,000	10,000
Conduct deicing operation within an authorized area**	1,000	5,000	10,000
Prevent deicing fluids from entering storm water system**	5,000	10,000	10,000

#### **Fines will be assessed as follows:**

100 demerits	Verbal warning, Deicing permit violation form issued.
500 demerits	Deicing permit violation form issued, notification to supervisor
1,000 demerits	Formal letter plus a \$1,000 fine
5,000 demerits	Formal letter plus a \$5,000 fine
10,000 demerits	Formal letter plus a \$10,000 fine

In addition: Performing Deicing without a Permit – 5,000 demerits

Demerits are equally attributed to both the permittee and the accredited supervisor.

An accredited supervisor that receives more than 5,000 demerits will have their accreditation revoked for the duration of the current deicing season. The VP of Environmental Affairs may immediately revoke permittee's privileges due to any of the above offenses.

\*\*In addition to assessing demerits and fines, the Board's VP of Environmental Affairs or designee may suspend permittee's authorization to conduct deicing/anti-icing activity at any designated location(s), if the Board determines that the offenses denoted above by an asterisk are imminent, are occurring, or have occurred, and that the activity in question presents immediate risk of an unauthorized release or discharge.

**B. Gate/Ramp Demerit Rating System-Individual Permit**

**Deicing Violations**

	<b><u>First Offense Demerits</u></b>	<b><u>Second Offense Demerits</u></b>	<b><u>Third &amp; Subsequent Demerits</u></b>
<b><u>Failure To:</u></b>			
Notify DFW AOC prior to-deicing	500	1,000	5,000
Notify DFW AOC within 30 minutes of completion of deicing	500	1,000	5,000
Failure to have accredited supervisor within 200 ft. limit	500	1,000	5,000
Failure to discharge collected deicing fluid runoff to approved location	1,000	5,000	10,000
Failure to restrict vehicle access through runoff puddle	500	1,000	5,000
Failure to Limit total deicing fluid usage to 25 gallons (Type I) or 5 gallons (Type IV) on an aircraft	1,000	5,000	10,000
Remediate or report spills outside of protested area	1,000	5,000	10,000
Prevent deicing/anti-icing fluids from entering pretreatment system (failure to correctly plug drains)	5,000	10,000	15,000
Failure to Deice on ramp area	5,000	10,000	15,000
Prevent deicing/anti-icing fluids from entering stormwater system	5,000	10,000	15,000

**Fines will be assessed as follows:**

- 500 demerits Verbal warning, Deicing permit violation form issued
- 1,000 demerits Formal letter, Deicing permit violation form issued
- 5,000 demerits Formal letter plus a \$5,000 fine, Deicing permit violation form issued
- 10,000 demerits Formal letter plus a \$10,000 fine, Deicing permit violation form issued
- 15,000 demerits Formal letter plus a \$15,000 fine, Deicing permit violation form issued

In addition: Demerits are equally attributed to both the permittee and the accredited supervisor.

An accredited supervisor that receives more than 5,000 demerits will have their accreditation revoked for the duration of the current deicing season. The Vice President of Environmental Affairs may immediately revoke permittee’s privileges due to any of the above offenses.

\*\* In addition to assessing demerits and fines, the Board’s VP of Environmental Affairs or designee may suspend permittee’s authorization to conduct deicing/anti-icing activity at any designated location(s), if the Board determines that the offenses denoted above by an asterisk are imminent, are occurring, or have occurred, and that the activity in question presents immediate risk of an unauthorized release of discharge.

## DEVELOPMENT CHARGES

### A. CONSTRUCTION PERMIT FEES

All construction projects for which construction permits are required are subject to a construction permit fee and a plan review fee except where otherwise prohibited by law. Refer to Part One of the Construction and Fire Prevention Standards Resolution and Amendments to the Codes, Section 21 for exceptions. The construction permit fee is based upon the value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanent equipment. Where proposed maintenance work is limited to replacement in like kind, and in the opinion of the Building Official a construction permit fee or plan review fee is not justified, the Building Official may waive such fees. The plan review fee is an additional fee equal to 75% of the construction permit fee. The following table shall be used to determine the construction permit fee. The plan review fee shall be added thereto. These fees shall be paid prior to the issuance of a construction permit unless other arrangements have been previously made. Fees shall be paid by check payable to the DFW Airport Board and must be paid in person in the Office of the Building Official.

<u>Value of Construction Work</u>	<u>Construction Permit Fee</u> <u>(Add to these amounts 75% for Plan Review Fees)</u>
\$1 to \$500	\$47.00
\$501 to \$2,000	\$47.00 for the first \$500 plus \$3.50 for each additional \$100, or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$99.50 for the first \$2,000 plus \$16.00 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$467.50 for the first \$25,000 plus \$12.00 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$767.50 for the first \$50,000 plus \$8.00 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,167.50 for the first \$100,000 plus \$6.50 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,767.50 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6,517.50 for the first \$1,000,000 plus \$4.20 for each additional \$1,000, or fraction thereof

**Other Inspections and fees:**

(These fees are payable upon services rendered and receipt of invoice.)

1	Inspections outside of normal business hours (minimum charge-two hours)	\$75 per hr. <sup>1</sup>
2	Re-inspection fees	\$75 per hr. <sup>1</sup>
3	Inspections for which no fee is specifically indicated (minimum charge-1/2 hr)	\$75 per hr. <sup>1</sup>
4	Additional plan review required by changes, additions, or revisions to plans (minimum charge ½ hr)	\$75 per hr. <sup>1</sup>
5	For use of outside consultants for plan checking and inspections or both	Actual costs <sup>2</sup>
6	Certificate of Occupancy (no associated permit)	\$175/ea.
7	Miscellaneous Trades Permit	\$125/ea.

<sup>1</sup>Or the total hourly cost to the jurisdiction (Airport Board), whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits for the employees involved.

<sup>2</sup>Actual costs include administrative and overhead costs.

**B. LANDSCAPE FEES**

**1. Common Area Landscape Fee**

Tenants with leased property not having direct airfield access and with a lease having an effective date later than April 1, 2001, are required to pay a maintenance fee for common area landscape. The common area is defined as the landscape area that lies between the tenant lease-line and the back of roadway curb. The current annual maintenance fee for this landscape is \$0.134 per square foot and starts with the commencement date of the lease.

The Common Area Landscape Fee shall change from year-to-year based upon budgeted costs and reconciled at fiscal-year-end to an actual cost. The DFW Airport Board, may at its discretion, charge special assessments or year-end assessments to cover unanticipated costs.

**2. Gateway Landscape Fee**

In addition to the Common Area Landscape Fee, all tenants with leased property located in a park (or neighborhood) having a gateway feature(s) (i.e. International Commerce Park) shall pay a fee for the maintenance of the gateway area and all common areas not adjacent to the leased property. The Gateway Landscape Fee shall be based upon the cost of maintaining all other common areas (gateway, medians, and landscaped common areas not adjacent to the leased property) divided by the total leasable acres within the Park and allocated among all leased acres within the Park.

The Gateway Landscape Fee shall change from year to year based upon budgeted costs and reconciled at fiscal year-end to actual cost.

## CONCESSIONAIRE CHARGES

### A. OPERATING AND MAINTENANCE CHARGES (O&M)

Tenant airlines and the Board pay operations and maintenance expenses of the respective terminal buildings they occupy or manage. These costs may include, and are not limited to: HVAC, electricity, janitorial, elevator/escalator maintenance, water, sewer, exterior window cleaning, terminal pest control, trash removal (ramp), security, administrative fees, and other necessary charges to keep terminals in a safe and sanitary condition. It is important to note that none of these costs are for maintaining the interior of concession areas.

These costs are charged on a square foot basis

### B. EMPLOYEE TRANSPORTATION CHARGE (ETC)

All Airport Tenants are assessed an Employee Transportation Charge (ETC). This charge is discussed in Other Charges, Section F – Employee Transportation Charge (ETC).

### C. OTHER COSTS

Tenants may be assessed other charges for services rendered by the Dallas/Fort Worth International Airport. Please refer to other sections of this Schedule of Charges as applicable.

### D. MARKETING ASSESSMENT

The purpose of the Marketing Assessment is to create and manage marketing programs. These programs may include advertising, quality assessment, frequent shopper, employee and concessionaire awards, signage, and other authorized customer satisfaction programs. The current amount authorized for collection is up to 0.5% of gross sales.

### E. GREASE INTERCEPTOR AMORTIZATION

The Grease Interceptor Amortization charge is \$2.52 per square foot per year of non-seating areas for each food and beverage concessionaire that is connected to the interceptors in Terminals A and C only.

### F. SECURITY SURCHARGE

The Security Surcharge is assessed to retail and food and beverage concessionaires in order to pay for the cost of operating security checkpoints for concession deliveries.

### G. GREASE INTERCEPTOR MAINTENANCE

This expense is charged to all food and beverage concessionaires whose grease interceptor devices are maintained by a Board contractor through competitively bid Board contract. The cost is allocated according to the number of concessionaires connected to each device.

### H. VENT-A-HOOD CLEANING AND VENT SCREEN REPLACEMENT

This expense is charge to all food and beverage concessionaires whose vent-a-hood systems are maintained by a Board contractor through competitively bid Board contract. The cost is allocated according to the number of concessionaires connected to each device.

## I. WAREHOUSE

This charge is assessed to retail and food & beverage concessionaires for the operation of the warehouse storage area, screening checkpoint, and receiving dock. Operation of the warehouse will be a competitively bid Board contract. The cost is allocated to each concessionaire using the warehouse in Terminal D.

## J. TENANT RULES AND REGULATIONS

All tenants are required to adhere to the standards and procedures that are outlined in their executed leases as well as what is stated in the concessionaires' handbook. Failure to do so may result in the following fees:

1. Any violations of Lease and Operating Standards which may include but are not limited to:
  - a. Hours of operation
  - b. Employee conduct
  - c. Pricing Policy
  - d. Merchandising policy
  - e. Trash removal
  - f. Premise, food, merchandise and equipment conditions
  - g. Health Department Inspection of ten(10) plus points and citations
  - h. Signage violations
  - i. Other violations of the concessionaire handbook, TDM and Lease

Any violation of the above are subject to a Non Compliance fee of \$300 if not addressed within the first 10 days or the number of days specified in the incident report/written documentation and \$300 for each month thereafter until the issue is resolved and/or addressed.

2. Gross Receipts Reporting – Weekly, Monthly, Quarterly  
Each concessionaire submits regular gross receipts via the DFW portal. The frequency of the reports (weekly, monthly or quarterly) is specified in the Lease Agreement.

**Non Compliance Fees for Failure to Submit a Gross Receipts Report by 11:59 p.m. CST on the due date specified in the Lease:**

<b>First Failure to Submit a Required Gross Receipts Report in a Fiscal Year</b>	<b>Subsequent Weeks and Additional Failures to Submit Required Gross Receipts via the DFW portal</b>
Fee is waived, per location	\$200 per location per week for each reporting period

3. Annual Certified Gross Receipt Report  
Failure to submit the Annual Certified Gross Receipt Report by the date specified in the Concessionaire's Lease is subject to a fee of \$300 per Report. For each week following the missed due date, the Concessionaire is subject to a fees of \$300 per report(s) per month until the report(s) has been received.
4. Finance  
Any information requested by Finance for information which includes but is not limited to settlements, Annual Certified Sales Reports, and other must be submitted to Finance within 10 business days from email notification. If the information is not received by the due date of the 1<sup>st</sup> notification, a Noncompliance fee of \$300 will be assessed. A 2<sup>nd</sup> notification will be sent and if the information is not received and resolved within 10 business days from the 2<sup>nd</sup> email notification, a Noncompliance fee of \$500



Noncompliance fee will be assessed for every month thereafter that the requested information is not received and resolved.

5. Audit

If records are not received within fourteen (14) calendar days, the board may assess liquidated damages in the amount of \$100 per day for each record retrieval not received.

6. Maintenance

Failure to cease repair work within thirty (30) minutes of the request results in a fees of \$250 per occurrence.

## OTHER CHARGES

### A. SIGNAGE

Any tenant, permittee, sub-lessee, or user requesting the installation of exterior terminal or roadway graphics, shall be responsible for all costs of such graphics and installation. All signage must be submitted for review and approval by the Planning Department prior to installation through the established Construction Application process and shall, in any event, depend on space availability as determined by the Airport Board.

In addition, the tenant, permittee, sub-lessee, or user shall be responsible for the cost of the removal, restoration, or alteration of graphics.

### B. COMMERCIAL FILMING, PHOTOGRAPHY, VIDEO TAPING, AND AIRFIELD ESCORT SERVICES

All commercial filming and photography at DFW Airport is subject to DFW Airport Board approval. Any individual or company photographing, videotaping, filming motion pictures or other types of filming for a commercial purpose on airport property must secure a filming permit from the Public Affairs Department.

Charges for commercial filming within airport terminals or within the Air Operations Area is based upon a sliding scale, which is \$600 for one-half day and \$1,000 for all day, payable in advance to the DFW Finance Department.

### C. CONFERENCE ROOM RENTAL RATES

#### Conference Room Rental Rates

	<u>Per Day</u>	<u>Per Hour</u>
Rental Car Center Multi-Purpose Room	\$600	\$100
Rental Car Center Upper Level Conference Room	\$400	\$65
Terminal B GroupZone	\$400	\$75
Terminal B Lone Star Conference Room	\$400	\$75
Terminal E Conference Rooms	\$400	\$75
Other Board Facility Conference Rooms	Fees as negotiated with Board Staff	

**D. OFF-AIRPORT RENTAL CAR COMPANIES COMMON BUS SERVICES**

All off-airport rental car companies will be assessed a common bus fee as shown below.

<b>Rental Car Common Bus Service Fees</b>	
<b><u>Gross Revenue</u></b>	<b><u>Fee</u></b>
\$1 - \$10,000	\$200
\$10,001 - \$15,000	\$300
\$15,001 - \$20,000	\$500
\$20,001 - \$25,000	\$1,000
\$25,001 - \$30,000	\$1,500
Over \$30,000	\$1,800
Over \$35,000	\$2,100
Over \$40,000	\$2,400
Over \$45,000	\$2,700
Over \$50,000	\$3,000
Over \$55,000	\$3,500
Over \$60,000	\$3,800
Over \$65,000	\$4,100
Over \$70,000	\$4,400
Over \$75,000	\$4,700
Over \$80,000	\$5,000
Over \$85,000	\$5,300

Off-airport car rental companies are required to submit a certified statement of revenue and their payment for the appropriate fee to the bus operator. Payments are due by the 20<sup>th</sup> of the month for the preceding month's revenue.

**E. TRUNKED RADIO SYSTEM CHARGE**

Companies, construction managers, individuals and others performing services for the DFW Airport within the Air Operations Area generally require radio contact on the DFW Airport property. Radio communication on the DFW Airport property is accomplished through the Airport Board's Trunked Radio System. If not provided by agreement, these radios may be leased from the DFW Airport at the following charge:

Radio Use and Normal Maintenance is \$65 per month plus actual repair cost, with a \$500 deposit.

Each radio comes with one desktop charger and a battery.

The above fee is payable annually on the effective date of the permit. Permits and radio service may be obtained through the DFW Airport Information Technology Services Department, Communications Section.

**F. EMPLOYEE TRANSPORTATION CHARGE**

The Employee Transportation Charge (ETC) is assessed to ensure the availability and maintenance of the employee transportation system. Fees are assessed based on employee population, regardless of system usage.

Employees who are subject to this charge are as follows:

1. Employees who work within the central terminal area (including, but not limited to, the terminals, associated ramp and/or aircraft parking areas, parking garages, and all other related facilities and infrastructure adjacent to or proximate to the aforementioned facilities and areas);
2. Flight crews of airlines operating at DFW Airport, regardless of where they reside or whether they utilize the service; and
3. Current employees of airlines operating at DFW Airport but based at another location. These employees must have approval of the Vice President of Aviation Real Estate and the Vice President of Customer Service/Terminal Management to park in employee lots.

Employee transportation charges are based on the DFW Annual Certified Employee Headcount Report (ETC report) submitted by the tenants annually, to the DFW Employee Parking Office (EPO). Payroll Personnel listing is required with the submittal of the ETC report (see item #3 below),

- A. Failure to submit the ETC report along with payroll personnel listing to the EPO by the date specified in the EPO's annual communication is subject to a noncompliance fee of \$250 per month until an accurate ETC report along with payroll information has been submitted.
- B. Signatory airlines are exempt from the noncompliance fee.
- C. If the number of employees varies by more than ten percent (10%) at any time during the year, the tenants must notify the EPO in writing and submit a revised headcount certification along with revised payroll personnel listing. Adjustments are made when the revised headcount certification is received. Employee transportation charges are non-transferrable and non-refundable.

**Employee Transportation Charges (ETC)**

	<u>Fee</u>	<u>Frequency</u>
Concession Employees	\$54	Monthly
Non Concession Employees	\$56	Monthly

DFW Airport has the right to periodically audit tenants' payroll records to validate ETC fees assessed.

1. Entities operating under separate agreements with the Airport Board are subject to the charges outlined in those agreements.
2. Federal agencies may have a modification to the requirement to submit an annual headcount that may address the specific employee of that agency and require the employee to pay the ETC.

3. Payroll Personnel listings are required when submitting the **Annual** or any **Revised ETC report**. ETC reports will not be processed without payroll documents. Payroll Personnel listings are required to include the following:
  - A. Last name, first name, and position title of all employees who work at the DFW airport, regardless of the number of hours worked.

**G. EMPLOYEE HANGERS**

Hangers are provided to employees permitted to park in designated lots, based on the Employee Transportation Charge headcount certification (reference – Other Charges, Section F – Employee Transportation Charge.)

The replacement fee for a lost hanger is \$40. The replacement fee may be waived for stolen hangers with a copy of the police report stating that the hanger was among the stolen items.

Business entities that end or terminate their relationship at DFW Airport must submit a final Revised ETC Certified Employee Headcount Report indicating -0- headcount. In addition, all hangers must be returned within 30 days of the last date of business. Failure to submit a final ETC form and/or hangers will create additional billing until compliance is complete.

Employee hangers are for use by DFW Airport tenant employees only and may be utilized solely while parking in conjunction with an employee’s work-related schedule. Personal use of DFW Airport employee parking lots by any person is prohibited. Hangers are non-transferable and may not be loaned or sold. An employee who uses or allows the use of an employee hanger for non-authorized purposes is subject to denial of parking privileges.

**H. RENT-A-CAR (RAC) FACILITY AND TRANSPORTATION CHARGES**

Two charges, a Customer Facility Charge (CFC) and Customer Transportation Charge (CTC) are collected by the RAC companies and remitted to the FIC.

Under the terms of a Facility Agreement between the FIC and the Airport Board the FIC will remit monthly the amount necessary to pay debt service on the 2011A Bonds, which were issued to refund the FIC 1998 and 1999 bonds issued to construct the consolidated rent-a-car facility. Any CFC funds in excess of debt service will be used to maintain the facility and purchase replacement buses. Any other available funds granted to the airport and may be used for any lawful purpose with the exception of airfield and terminal improvements.

The CTC is collected and used for the purpose of operating and maintaining the RAC bus fleet, which is used to transport passengers between the terminals and RAC facility.

The fees for FY 2015 are based on transaction (rental) days and are as follows:

Customer Facility Charge	\$4 per transaction day
Customer Transportation Charge	\$2.20 per transaction day

**I. RENT-A-CAR (RAC) FACILITY TENANTS AND OFF AIRPORT RENTAL CAR TENANTS**

RAC tenants and Off Airport rental car tenants shall reclaim their abandoned rental vehicles from the CTA with a DFW rental car credential. RAC and Off Airport rental car tenants will settle all parking fees monthly.

Any identified RAC and Off Airport rental car tenant employee who fails to provide the required rental car credentials must pay the abandoned rental vehicle's parking fee at exit.

## PAYMENTS ARRANGEMENTS

### A. PAYMENTS

All fees under this Schedule of Charges shall be payable in cash, check, or electronic funds transfer (EFT) as they are incurred, billed, or unless otherwise specified within the Schedule of Charges. For non-invoice Accounts Receivable, credit cards are acceptable. Payment for parking charges is limited to cash, credit, or toll tag.

Airlines/tenants that have executed operating agreements or permits with the DFW Airport Board have payment options available under the specific terms of their agreement.

### B. PREPAYMENT FOR SERVICES AND CHARGES

The DFW Airport Board reserves the right to require prepayment for services and charges. Prepayment may be required for landing fees, water and sewer service, and VATs. Prepayments are made directly to the appropriate Division and are detailed as follows:

1. **Security Deposit** – Airlines requesting permittee status must provide a deposit in the form of cash, irrevocable letter of credit, or surety bond to cover the estimated cost of three (3) months of consecutive operational service. The formula used to calculate the security deposit is as follows:
  - Maximum certified gross landing weight of aircraft operated by airline divided by 1,000, multiplied by:
  - The current landing rate as may be amended from time to time, multiplied by:
  - The number of flights scheduled to be conducted in three (3) months.

It is agreed that in the event Permittee defaults in respect to any of the terms and conditions of this Permit, including but not limited to the payment of fees, the Board may use, apply, or retain the whole or any part of the security deposit to the extent required for payment of any fees or any other sum as to which Permittee is in default. In the event Permittee shall fully and faithfully comply with all of the terms and conditions of the Permit, the security deposit shall be returned to the Permittee after the date fixed as the end of this Permit.

2. **Water and Sewer Service** - Contractors are required to make a deposit of \$750 for temporary water taps required during construction projects.
3. **Airport Keys** – Keys, including AOA Gate Keys and Non-AOA Gate Keys, are issued at no charge provided the requestor submits a completed Authorization for Key(s) form that includes the original signature of an Airport Board sponsoring authority who has been authorized by the Department of Public Safety Access Control Office to sponsor Security Identification Display Area (SIDA) badges. The fee to replace a lost or stolen AOA Gate Key is \$150 and the fee to replace a lost or stolen Non-AOA Gate Key is \$25. Stolen keys will be replaced at no charge provided that a copy of a police report listing the keys as stolen property is provided at the time the keys are replaced. All employees, including, but not limited to, Airport Board, governmental agencies, contractors, concessionaires and airlines, are required to remit replacement fees for lost or stolen keys and the key replacement fees are payable in the form of credit card or debit card. The fees for keys are not refundable.  
In addition to the above, keys to AOA gates will only be issued to individuals with valid DFW Airport SIDA badges. The key shall only be authorized for use during the period that the individual's SIDA badge is valid. Only Department of Public Safety authorized

sponsoring authorities will be authorized to sign the Authorization for Key(s) form for a key to an AOA gate.

**C. LATE PAYMENT CHARGE**

Except as may otherwise be provided herein or in an applicable lease, permit or other agreement with the Airport Board, charges for airport use fees, goods, or services are due per DFW's twenty (20) day payment terms. If payment is not received upon receipt, a late fee will be assessed in accordance with the following formula:

$$\frac{A \times B \times C}{D} = E$$

A = Annual rate of interest, which rate shall be ten (10) percentage points above the rediscount rate charged to banks of the Federal Reserve Bank in Dallas, Texas, in effect on the first day of business each January, April, July, and October.

B = Balance due to the DFW Airport Board

C = Number of days the payment is past due

D = Number of days in the calendar year

E = Late payment charge

Note: The late payment charged will be the above calculation or \$25, whichever is greater.

**D. RETURNED CHECK CHARGE**

All checks returned for non-payment or insufficient funds shall be assessed an administrative charge of \$30.

**E. DECLINED OR REJECTED CREDIT CARD CHARGE**

All declined or rejected credit cards presented for payment shall be assessed an administrative charge of \$20, including NTTA declined credit cards for parking fees.

**F. DEMAND LETTER FEE**

Customers' with account balances beyond DFW's twenty (20) day payment terms, who receive a demand letter, will also be assessed a non-compliance fee.

**Demand Letter Fees**

Demand Letter #1 fee \$75	#1 Finance Demand Letter issued, with 10 days to cure the delinquency.
Demand Letter #2 fee \$150	#2 Finance Demand Letter issued after 10 days with 3 days to cure the delinquency.
Demand Letter #3 fee \$200	#3 Legal Demand Letter issued after 3 days with 10 days to cure the delinquency.