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FINANCE

FY 2024 Schedule of Charges
Notice of Revision: September 26, 2023
Effective: November 1, 2023

The attached pages reflect changes and revisions to the Schedule of Charges for Fiscal Year 2024. The revisions are effective as noted on the attached pages and supersede those published in the original document and all subsequent revisions.

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MEMO

FINANCE DEPARTMENT

TO: Sean Donohue
Christopher A. Poinsatte
Elaine Rodriquez

FROM: Abel Palacios, Vice-President Finance

DATE: **9/25/2023**

SUBJECT: Revision to FY 2024 Schedule of Charges

Attached is a "Notice of Revision" to the FY 2024 Schedule of Charges. The revisions red-lined in the following pages are effective November 1, 2023, and are as follows:

Corporate Aviation Charges:
Change in the Facility Fees based on Cost of doing business.
Change in the Fuel Handling Fees for Contract Fuel based on the cost of doing.
business.

After Hours Fees:
Change hourly rate from $100 to $250

Rental Car Charges:
Change the language of Rental Cars definitions to provide better clarity.

Exemptions from Parking Charge:
Add Commendation Medal Recipient to list of exempt parkers.

Approved _____
Sean Donohue
Chief Executive Officer

Approved _____
Christopher A. Poinsatte
Executive Vice-President/Chief Financial Officer

Approved _____
Elaine Rodriguez
General Counsel

cc: Aaron Munoz, Audit

FY 2024
SCHEDULE OF CHARGES
Revision #1

Finance Department

P.O. Box 619428
DFW Airport, Texas 75261-9428

AIRCRAFT OPERATIONS

A. LANDING FEE RATES

1. Signatory Landing Fee Rate – The Signatory Landing Fee Rate is calculated pursuant to the formula set forth in the Use Agreement and is applicable to those Airlines that execute a Use Agreement with the Board ("Signatory Rate"). The rate for Signatory Airlines is $3.41 per 1,000 pounds Maximum Landing Weight effective 10/01/23.

2. Non-Signatory Landing Fee Rate – The Non-Signatory Landing Fee Rate is 125% of the Signatory Rate and is applicable to all Airlines other than a Signatory Airline. The rate for Non-Signatory Airlines is $4.26 per 1,000 pounds Maximum Landing Weight effective 10/01/23.

B. EXEMPTIONS 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.

C. CORPORATE AVIATION CHARGES

Corporate Aviation has the following rate categories:

1. **Landing Fee Rate** – Corporate Aviation aircraft operators pay the Non-Signatory Landing Fee rate.

2. **Facility Fees** - All Corporate Aviation aircraft operators regardless of whether the services are used or not, pay a Facility Fee for each 24-hour period of occupancy and is based on aircraft landing weights. This fee is intended to cover aircraft parking, GPU usage for aircraft start-up, catering storage, lavatory, and one bin of potable water. If an aircraft departs the Corporate Aviation ramp and returns within the same 24 hour period, an additional Facility Fee will be charged.

Facility Fees

Landing Weights	Fee
Up to 12,500 lbs	~~95~~ $100
12,500 - 42,500 lbs	~~125~~ $130
42,501-87,500 lbs	~~160~~ $165
87,501-150,000 lbs	~~200~~ $205
150,001 lbs and over	~~250~~ $255

3. **Aircraft Fuel (Handling Fee and Volume Discount)** – Retail and contract fuel products are available for purchase at the Corporate Aviation Facility and the current prices posted on the Airport Board's website.

Fuel Handling Fees (for Contract Fuel)		Volume Discount (for Retail Fuel)	
Fuel Volume (Gal)	**Handling Fee**	**Fuel Volume (Gal)**	**Volume Discount**
0-200	~~1.15~~ $1.20	0-200	$0.00
201-450	~~1.1~~ $1.15	201-450	$0.05
451-750	~~1.05~~ $1.10	451-750	$0.10
751 and over	~~1.00~~ $1.05	751-over	$0.15

Retail Fuel charges are assessed at the prevailing market rate plus a surcharge of $3 per gallon. Fuel additive (Prist) is mixed on demand when requested and assessed at a per gallon charge. Pricing is listed on the Corporate Aviation web page and can be found at www.dfwairport.com/corporateaviation

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4. **Deicing Services** – Deicing services will be assessed to the aircraft owner/operator at the time of the service is delivered. The fee is $19.50 per gallon (Type I) and $29.00 per gallon (Type IV).

5. **After Hours ~~Facility~~ Fee** – This fee is intended to cover aircraft operations ~~maintenance services~~ performed during non-operational hours at the rate of $~~100~~ 250 per hour. Non-operational hours are between midnight and 5:00a.m. Fees charged will be rounded up to the nearest hour.

6. **Miscellaneous Fees**

a. **Product Fees**: Fees for products not listed above will be assessed at the Airport Board's cost-plus 25 percent and payable prior to departure. This fee will be assessed on items such as, but not limited to, non-stocked newspaper/periodicals, catering supplies/orders, and ground service equipment not part of Corporate Aviation's standard equipment inventory (Air-starts, PCAs, air stairs, full size belt loaders, etc.)

b. **Services Fees:** Fees for aircraft services requested that require more than 2 ground representatives on arrival or departure at Corporate Aviation, will be assessed at a rate of 50 percent of the callout/afterhours fee, per hour per additional representative required.

c. **Transportation Fees:** Fees for transportation between Corporate Aviation and the main terminals for greater than 14 passengers per aircraft, and requiring multiple trips, will be assessed at a rate of 50 percent of the callout/afterhours fee, per additional trip.

d. **International Waste Disposal**: A $25 fee is assessed for international flights that have any regulated waste.

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 regular or prevailing terminal parking rates.

2. Fees are waived for a vehicle that displays:
   a) License plates issued by the State of Texas or any other U.S. state that indicate on the face of the license plates that the owner or operator of the vehicle is a Disabled Veteran of the United States armed forces.
   b) Any of the following military specialty license plates issued by the State of Texas: Airman's Medal; Air Medal; Air Medal with Valor; Army of Occupation Medal; Bronze Star Medal; Bronze Star Medal with Valor; Coast Guard Medal; Commendation Medal and Commendation Medal with Valor for each branch of the military and for joint service; Congressional Medal of Honor; Defense Meritorious Service Medal; Defense Superior Service Medal; Distinguished Flying Cross; Distinguished Flying Cross Medal with Valor; Distinguished Service Medal; Legion of Merit; Legion of Valor (issued for recipients of Air Force Cross, Air Force Distinguished Service Cross, Army Distinguished Service Cross, Navy Cross, or Medal of Honor); Meritorious Service Medal; Military Outstanding Volunteer Service Medal; Navy and Marine Corps Medal; Pearl Harbor Survivor; Prisoner of War Medal; Purple Heart; Silver Star Medal; Soldier's Medal; WWII Veteran. Vehicles displaying dealer's temporary tags or any cardboard or paper tags are ineligible for the waiver.

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 transactions.

Each Returned Check
Reference Payment Arrangements, Section D – Returned Check Charge.

EMPLOYEE TRANSPORATION CHARGES (ETC)

	Fee	Frequency
Concession Employees	$61	Monthly
Non-Concession Employees	$61	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:

   Last name, first name, and position title of all employees who work at the DFW airport, regardless of the number of hours worked.

F. 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 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. Vehicles must park in one marked space. Recreational vehicles (RV's), vehicles with trailers, campers, and other oversized vehicles are not permitted in the employee parking lots.

G. ~~RENT-A-CAR (RAC) FACILITY AND TRANSPORTATION~~ RENTAL CAR CHARGES

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

~~Under the terms of a Facility Agreement between the PFIC and the Airport Board the PFIC 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 CTC Charge will be established by the Public Facilities Improvement Corporation (PFIC) based on the cost of operating the bus fleet.~~

Airport rental car tenants are required to pay rent and maintenance charges per the terms of their Airport leases. All businesses accessing the DFW Airport Rental Car Market, tenants and non-tenants are required to pay the following concession charges to the Airport Board on terms set forth in their Airport leases or off Airport permits:

~~The fees for FY2023 are based on transaction (rental) days and are as follows:~~

Ten Percent (10%) of the Gross Receipts (subject to the minimum annual guarantees for Airport tenants)
Customer Facility Charge $4 per transaction day
Customer Transportation Charge $2.50 per transaction day

The term "Airport Rental Car Market" shall refer to (a) any car rental transaction in which the rental vehicle is delivered or returned on Airport property or (b) in which the person receiving or returning the rental vehicle is, for the purpose of receiving or returning the vehicle, picked up at the Airport and transported off Airport or picked up off Airport and transported to the Airport.

The term "Rental" is defined in Texas Tax Code Chapter 152. Any business handling the collection and distribution of funds in a car rental transaction is required to pay the above concession charges on behalf of those renting the cars.

H. 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.

I. AUDIT

If records requested by the Board's Department of Audit Services are not provided within fourteen (14) calendar days, the Board may assess liquidated damages in the amount of $100 per day for each record not provided.