



AIRPORT OPERATING PERMITS AND FEES

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

1. Airport Operating Permit

- a. No person shall operate as a scheduled air carrier from the Airport unless in possession of a valid Air Carrier Operating Permit for LAX.
- b. Requests relative to Airport Operating Permits should be directed to the Airfield Permits Unit (424) 646-5880.

2. Single Use Operating Certificate

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

- a. Requests, relative to Single Use Operating Certificates, should be directed to the Airfield Permits Unit (424) 646-5880.

3. Charges and Fees

- a. In accordance with Section 632(a) of the City Charter of Los Angeles, the Board of Airport Commissioners (BOAC) is authorized to fix, regulate and collect rates or charges for the use of buildings, grounds, facilities, utilities, and structures controlled by the City in accommodation of air commerce.
- b. All charges and fees are subject to periodic review and change.
- c. Inquiries of current charges and fees should be directed to the Airfield Permits Unit (424) 646-5880.

4. Definitions

- a. Air Carrier – Any person, or persons, including corporations, that undertakes, whether directly or indirectly or by lease or any other arrangement, to engage in air commerce, that is certified by the Federal Aviation Administration (FAA), and that holds a current FAA certificate to transport air passengers or property for hire.



- b. Aircraft - Any heavier-than-air fixed or rotary wing vehicle used or designed for flight.
- c. Board - The Board of Airport Commissioners of the City of Los Angeles.
- d. City - The City of Los Angeles.
- e. Executive Director - The Executive Director of the Los Angeles World Airports.
- f. LAWA – Los Angeles World Airports, also known as the Department of Airports of the City of Los Angeles.
- g. LAX – Los Angeles International Airport.
- h. Ferry Landings – Landings of Aircraft without revenue passengers and/or cargo on board, operated by an Air Carrier other than a non-scheduled or on-demand air taxi operator, at an airport owned or operated by City for the purpose of positioning Aircraft to enplane passengers, and/or cargo for originating a flight.
- i. Maximum Gross Landing Weight or MGLW - The FAA Certificated Maximum Gross Landing Weight or actual gross landing weight of Aircraft if no such specification exists. In computing fees prescribed in this Resolution, except for Aircraft weighing less than 25,000 lbs., 500 pounds or any larger part of 1,000 lbs. shall be counted as if a whole 1,000 lbs. and any smaller part shall be disregarded.
- j. Non-Permitted Air Carrier Passenger - An Air Carrier that transports either passengers or both passengers and cargo for compensation and that has not signed an LAX Air Carrier Operating Permit.
- k. Non-Permitted Air Carrier Cargo - An Air Carrier that transports cargo but not passengers for compensation and that has not signed an LAX Air Carrier Operating Permit.
- l. Permitted Air Carrier Passenger - An Air Carrier that transports either passengers, or both cargo and passengers for compensation and that has executed an LAX Air Carrier Operating Permit under authority granted by the Board.
- m. Permitted Air Carrier Cargo - An Air Carrier that transports cargo but not passengers for compensation and that has executed an LAX Air Carrier Operating Permit under authority granted by the Board.



- n. Public Aircraft Parking Areas - Those areas which are designated by the Executive Director or his or designee and available in common with other Air Carriers for the parking of Aircraft; subject, however, to changes therein at the discretion of the Executive Director or his or her designee at any time.
- o. Revenue Landings – Each landing of an Aircraft at LAX, except the following:
 - i. landings of an Aircraft owned and operated by agencies of the U.S. Government;
 - ii. landing of an Aircraft that departs from LAX and returns, without having landed at another airport, for meteorological, mechanical, safety or any other emergency purpose;
 - iii. landing of an Aircraft during training flights;
 - iv. landing of an Aircraft during maintenance test flights;
 - v. Ferry Landings
- p. Single Use Operating Certificate – Will be issued to non-permitted air carriers on a one-time basis. A single use request may be utilized no more than five times in a calendar year. Upon the second request, the air carrier will be required to commence the process to obtain a Non-Exclusive Air Carrier Operating Permit.

5. Landing Fee Rate

Permitted Air Carriers and Non-Permitted Air Carriers shall pay a landing fee for each Revenue Landing of an Aircraft operated by such Air Carrier. The landing fee shall be an amount equal to the product of (i) the number of 1,000 lbs. of Maximum Gross Landing Weight (MGLW) of an Air Carrier's Revenue Landing multiplied by (ii) the landing fee rate.

- a. Landing Fee Rate for Permitted Air Carriers
 - i. \$57.00 for each landing of Aircraft having a MGLW of 12,500 lbs. or less.
 - ii. \$110.00 for each landing of Aircraft having a MGLW of more than 12,500 lbs. up to and including 25,000 lbs.



- iii. \$3.46 per 1,000 lbs. of MGLW for each landing by a Permitted Air Carrier Cargo having a MGLW of more than 25,000 lbs. This rate also applies to permitted commuter air carriers which do not use the terminal aprons.
- iv. \$4.38 per 1,000 lbs. of MGLW for each landing by a Permitted Air Carrier Passenger having a MGLW of more than 25,000 lbs.

b. Landing Fee Rate for Non-Permitted Air Carriers

- i. \$71.00 for each landing of Aircraft having a MGLW of 12,500 lbs. or less.
- ii. \$138.00 for each landing of Aircraft having a MGLW of more than 12,500 lbs. up to and including 25,000 lbs.
- iii. \$4.33 per 1,000 lbs. of MGLW for each landing by a Non-Permitted Air Carrier Cargo having a MGLW of more than 25,000 lbs. This rate also applies to non-permitted commuter air carriers which do not use the terminal aprons.
- iv. \$5.48 per 1,000 lbs. of MGLW for each landing of Non-Permitted Air Carrier Passenger having a MGLW of more than 25,000 lbs.

6. Airfield Bussing Service

Air Carriers using the airfield bussing service to transport their passengers from remote gates to their terminals, or vice versa, will have no charge.

7. Ramp, Apron and Remote Area Fees

Air Carriers using the ramp, apron and remote areas shall be charged the following Ramp, Apron and Remote Area Fees:

- a. \$100.00 for each 15-minute period or fraction thereof after the Air Carrier has been given notice by the Executive Director or designee that Airport Operations requires that the aircraft leave the area. The period to be used for calculating this charge shall begin 15 minutes after such notice has been given.
- b. \$100.00 for each 10-minute period or fraction thereof when an Aircraft is double-parked or in a position other than at a regular gate position and the Air Carrier has been given notice by the Executive Director that Airport Operations requires that the aircraft leave the area. The period to be



used for calculating this charge shall begin five minutes after such notice has been given.

- c. \$100.00 for each 15-minute period or fraction thereof in excess of 30 minutes for the clean-up of fuel spills.

8. Aircraft Parking Fee

Air Carriers using the Public Aircraft Parking Areas shall be charged the following Aircraft Parking Fees:

a. Aircraft below 500,000 lbs

- i. no charge for only the first three (3) hours of the first twenty-four (24) hours of parking regardless of the number of continuous days parked.
- ii. Aircraft parked for more than three (3), but less than six (6) hours, will be charged \$170.00
- iii. Aircraft parked for six (6) hours or more, but less than twelve (12) hours, will be charged \$200.00
- iv. Aircraft parked twelve (12) hours or more will be charged the full daily rate \$300.00

b. Aircraft 500,000 lbs, or above

- i. no charge for only the first three (3) hours of the first twenty-four (24) hours of parking regardless of the number of continuous days parked.
- ii. Aircraft parked for more than three (3), but less than six (6) hours, will be charged \$195.00
- iii. Aircraft parked for six (6) hours or more, but less than twelve (12) hours, will be charged \$225.00
- iv. Aircraft parked twelve (12) hours or more will be charged the full daily rate \$325.00

- c. Air Carriers shall submit a monthly report listing the dates and times their



Aircraft were parked at LAX. Payment of Aircraft Parking Fees shall accompany each report.

- NOTE: The Daily Rate will apply for each full or partial day the aircraft is parked

9. Liquidated Damages

The failure of any Air Carrier to pay the landing fees specified herein on time is a breach of contract for which the City may terminate or take such other legal action as it deems necessary. City expects all fees to be paid on time and Air Carriers have agreed to pay on time.

- a. Without waiving any rights available under this Permit or by law, in the event of late or delinquent payment of Fees, Air Carrier recognizes that City will incur certain expenses, the amount of which is difficult to ascertain. Therefore, in addition to the payments owing, Permittee agrees to pay liquidated damages as set for below to compensate City for all expenses and/or damages and loss resulting from said late or delinquent payments of Fees by Air Carrier.
- b. The liquidated damages for late or delinquent payments of Fees shall be ten percent (10%) per annum, or that percent per annum equal to the federal funds rate on the twenty-fifth (25th) day of the preceding January as established by the Federal Reserve Bank of San Francisco plus four and one-half percent (4-1/2%), whichever is greater, on the balance of the unpaid late delinquent amount calculated from the date of the delinquency until the close of business day upon which the delinquent payment is received by City.

10. Faithful Performance Guarantee - Security Deposit

In order to guarantee the payment of all fees and charges associated with an operating agreement, permit or authorization to operate, Air Carriers shall remit for the benefit of LAWA, a security deposit in the amount of Ten Thousand Dollars (\$10,000) or three (3) times the actual or estimated monthly landing fees for said Air Carrier, whichever is greater, as determined by the Executive Director.

Board Resolution No. 21902 defines the conditions and forms of acceptable security deposits as approved by the Board. The documents evidencing each security deposit must provide that the same shall remain in full force and effect for a period of sixty (60) days following the termination or cancellation of the operating permit or agreement, or in the case of an itinerant carrier, sixty (60) days following termination as that category of carrier.



The Executive Director may review the sufficiency of the amount of each security deposit twice each year and increase or decrease the required amount to conform to this policy. There shall be a report to the Board every six (6) months itemizing the amount of said deposit for each Air Carrier and such other information as may be necessary for the Board to determine that said policy has been followed.

11. Reporting Requirements

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

At the discretion of the Executive Director, City may utilize flight track data for LAX in order to enhance accuracy of reported activity on the Monthly Report of Landings and to acquire unreported landings for air carriers at LAX.



NON-EXCLUSIVE LICENSE AGREEMENTS

Any company or air carrier desiring to provide a contract service to another company or air carrier at LAX must obtain a Non-Exclusive License Agreement with Los Angeles World Airports (LAWA). These services may include, but are not limited to: servicing, fueling, and rental of ground equipment; catering commissary or food services; passenger ticketing; weather reporting; flight planning; Non-Aeronautical Maintenance, Information Technology & Communication; Professional, LAX Concessionaire food/beverages/retail goods delivery and/or inventory management. and janitorial services.

1. Non-Exclusive License Agreement

- a. Non-Exclusive License Agreements (NELA) are handled by LAX Airport Permits. Requests should be directed to:

LAX Airfield Permits
P.O. Box 92216
Los Angeles, CA 90009-2216
Tel: (424) 646-5880

The link to the NELA application is:

<http://www.lawa.org/airops.aspx?id=1570>

- b. Requirements and documentation for obtaining a Permit include, but are not limited to, the following:
 - i. Company Information Form;
 - ii. Letter of Intent;
 - iii. Letter(s) of Verification;
 - iv. Business Tax Registration Certificate (BTRC), Vendor Registration Number (VRN), or Letter of Exemption issued from the City Clerk's Office;
 - v. Corporate documentation (i.e., articles of organization or Fictitious business name statement);
 - vi. Compliance with LAWA's contract insurance requirements. Questions relative to insurance should be directed to the LAWA Insurance Compliance Unit at (424) 646-5487;
 - vii. \$500.00 annual administrative fee.



NOTE: Packets containing complete instructions and forms for obtaining a Non-Exclusive License Agreement are available through the Airfield Permits Unit.

2. Non-Exclusive Revocable Fuel Delivery Permit

All petroleum product delivery companies or brokers who engage in the delivery (by hydrant or tanker truck) of fuel to LAWA and tenants' storage facilities or buy and sell fuel from storage facilities shall be required to obtain a fuel delivery permit. A separate permit is required for each LAWA airport. Requests or questions should be directed to Airfield Permits Unit at (424) 646-5880.

The link to the Fuel Delivery Permit application is:

<http://www.lawa.org/aiops.aspx?id=1574>

3. Terms and Reporting Requirements

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



MOTOR VEHICLE OPERATING PERMITS

A Motor Vehicle Operating Permit and window decals are required when it is necessary to operate motorized vehicles on the Air Operations Area (AOA), which includes ramps, service roads, cargo aprons, passenger aprons, and other non-public areas at LAX.

The Executive Director may deny anyone the right to drive motor vehicles in the above mentioned areas for any reason including, but not limited to, failure to comply with LAWA's vehicle rules and regulations.

The link to the MVOP application is: <http://www.lawa.org/airops.aspx?id=1572>.

1. Motor Vehicle Operating Permit

- a. Requests relative to Motor Vehicle Operating Permits should be directed to Airfield Permits Unit at (424) 646-5880.
- b. No motor vehicle shall be operated on the service roads, passenger aprons, cargo aprons, ramps or other non-public areas at LAX without the owner or operator of such vehicle or vehicles having first obtained a Motor Vehicle Operating Permit through the Airport Permits office.
- c. Window decals will be issued only after the Motor Vehicle Operating Permit has been granted, appropriate fees have been paid, insurance requirements have been met per standards required by LAWA's Insurance Compliance Unit, and there are no outstanding account balances with LAWA.
- d. Vehicles may be inspected for safety and compliance with LAWA Requirements at any time at the request of the Executive Director or his/her designee.

2. Fees and Terms

- a. Fees for window decals shall be collected according to the most recent Board of Airport Commissioners Resolution for motor vehicles requiring AOA access.
- b. A Motor Vehicle Operating Permit will be issued for a period which corresponds to the expiration date of the primary agreement, subject however to termination upon 30 day's written notice by either party.
- c. Every driver of permitted motor vehicles operating on the AOA shall have successfully completed the "Airport Restricted Area Drivers Examination."



LAX

Los Angeles World Airports

RULES AND REGULATIONS

- d. All permitted motor vehicles operating on the AOA shall display a valid window decal, issued by the Airfield Permits Unit. These decals are non-transferable, and must be permanently affixed to the lower-left area of the windshield on the driver's side of the vehicle to which it is assigned.



MONTHLY AIRFIELD ACCESS PERMITS

Monthly Airfield Access Permits are required when it is necessary for construction contractors to operate motorized, street-licensed vehicles or equipment on the Air Operations Area (AOA), which includes ramps, service roads, cargo aprons, passenger aprons, and other non-public areas at LAX.

The Executive Director may deny anyone the right to drive motor vehicles in the above mentioned areas for any reason including, but not limited to, failure to comply with LAWA's vehicle rules and regulations.

The link to the construction MVOP application is:

<http://insidelawa/Facilities/main.aspx?id=10229>.

1. Requests relative to Monthly Airfield Access Permits should be directed to the Engineering and Facilities Management Division (424) 646-5700.
2. No street-licensed vehicle or equipment shall be operated on the service roads, passenger aprons, cargo aprons, ramps or other non-public areas at LAX without the owner or operator of such vehicle or vehicles having obtained a Monthly Airfield Access Permit through EFMD.
3. Permits will be issued only after required documentation has been received and insurance requirements have been met per standards required by LAWA's Insurance Compliance Unit.
4. Vehicles may be inspected for safety and compliance with LAWA requirements at any time at the request of the Executive Director or his/her designee.
5. Monthly Airfield Access Permits are valid only for the period designated.
6. Every driver of permitted or non-permitted vehicles operating on the AOA shall have successfully completed the "Airport Restricted Area Driver's Examination."
7. All street-licensed vehicles operating on the AOA shall display a Monthly Airfield Access Permit, issued by EPMD. These permits are non-transferable and must be permanently affixed to the lower left area of the windshield on the driver's side of the vehicle to which it is assigned.
8. No vehicle shall be operated on the AOA unless the driver has, in their personal possession, a valid California, other state, or international driver's license and a current and valid LAX Security Photo Identification Badge with "Restricted Area Driver" access.