



AERONAUTICAL FEES

2023



at Montréal-Pierre Elliott Trudeau International Airport (Montréal-Trudeau)
and Montréal-Mirabel International Airport (Montréal-Mirabel)



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1. AERONAUTICAL FEES

Any new service implemented by Aéroports de Montréal (ADM) during the year will entail a cost evaluation and invoicing through either one of these charges and/or a new type of charges.

LANDING CHARGE (CAD)

Any aircraft type (based on the MTOW)	YUL	YMX
Rate \$/ 1000 kg for flights other than all-cargo flights	\$ 11.52 ¹	\$ 11.52 ¹
Rate \$/ 1000 kg for all-cargo flights	\$ 14.82	\$ 14.82
Minimum charge	\$ 230.26	\$ 69.07

Note 1: There is an **incentive program** to get discounts on landing fees. For additional information, please contact ADM Director, Airline Development.

AIRPORT IMPROVEMENT FEES EQUIVALENT FEE (CAD)

Upon departure of a passenger flight not using the terminal, as well as general aviation	YUL
Rate \$/ seat	\$ 10.00 ²

Note 2 : Based on the number of seats in a typical aircraft configuration. Refer to [Appendix 6](#).



1. AERONAUTICAL FEES (continued)

GENERAL TERMINAL CHARGE (CAD)



<u>Sector</u>	<u>Rate \$ / enplaned passenger</u>
Domestic	\$ 12.95
Transborder	\$ 26.09
International	\$ 22.57

BAGGAGE ROOMS CHARGE (CAD)



Effective as of June 1st, 2023

	<u>Rate \$ / enplaned passenger</u>
Maximum rate (ADM share)	\$ 1.3102 *
Maximum rate (Operators share) ³	\$ 5.9440 *

A schedule with multi-level rates applies for the fixed portion of costs. For more details, please refer to Section 4 - Calculation of the charges.

Note 3: ADM has been mandated by the operators of the baggage rooms (Equans Yul L.P. and Alstef Yul L.P.) for invoicing and collection of their respective share of the baggage rooms costs.

* Based on preliminary passenger forecasts and baggage rooms costs to be recovered for the year, subject to change.



2. APPLICATION OF THE RATES

Rates in effect apply to all aircraft, except:

- (1) State aircraft.
- (2) Aircraft owned by the Air Cadet League of Canada.
- (3) Aircraft participating in a search and rescue operation under the direction of the Canadian Forces Search and Rescue Service.
- (4) Aircraft in distress.
- (5) At the landing of an aircraft:
 - a) at Montréal-Trudeau, if the landing ends a domestic positioning flight from Montréal-Mirabel.
 - b) at Montréal-Mirabel, if the landing ends a domestic positioning flight from Montréal-Trudeau.

3. COMPONENTS OF THE CHARGES

The **landing charge** includes the following fees:

- Aircraft parking charges ⁴
- Airside security charges
- Airside garbage disposal charges
- Rent payable to Transport Canada and the property and school taxes related to the de-icing center.

De-icing center infrastructure costs, de-icing equipment investments and operational de-icing expenses are invoiced by the operator of the de-icing center at Montréal-Trudeau and at Montréal- Mirabel airports, Aéro Mag 2000 Inc.

Note 4: A charge could be charged for an aircraft in a parking position and not in a usual operation of a flight.

Airport Improvement Fees equivalent fee

All revenue from this fee will support the financing of Montreal-Trudeau's airport infrastructure.

The **general terminal charge** includes the following fees:

- Common check-in charges (counters, common use self-service kiosks, hold rooms, as well as property and school taxes related to these facilities)
- Federal Inspection Services (FIS)
- Terminal security charges
- Ground power unit and power conditioning air equipment charges (GPU/PCA)
- Bridge charges⁵
- Passenger transfer vehicle charges (PTV)
- Electric vehicle transportation charges
- Bus services

Note 5: When Accessair employee services are required for bridging operation or withdrawal, additional fees of \$ 150.00 will apply.

The **baggage rooms charge** includes the following fees:

ADM Share:

- Common use facilities charges
- Electricity consumption charges

Equans YUL S.E.C. and Alstef YUL S.E.C., Operators Share:

Baggage rooms infrastructure costs, baggage rooms equipment investments and operational baggage rooms expenses are recovered by the baggage rooms operators at Montréal-Trudeau

4. CALCULATION OF THE CHARGES

Landing charge

- (1)** The landing charge is calculated using the MTOW of the aircraft, rounded to the higher 1000kg.
- (2)** Registered owners and operators of aircraft at Montréal-Trudeau and/or at Montréal-Mirabel shall provide to ADM billing department the following information regarding its aircraft fleet: aircraft registration number, aircraft type, aircraft type designation, engine type, MTOW and seating capacity. To that effect, please complete the Aircraft Fleet Declaration Form in **Appendix 1** and send it by email at billing@admtl.com.
- (3)** Where some of the information specified in subsection (1) is not provided, the applicable landing fee is calculated using the MTOW indicated in the Transport Canada registry or from any other document, website, which provide this information.

- (4) Any modification to the information specified in subsection (1) shall be transmitted to ADM billing department as soon as it becomes effective.
- (5) **Where arrangements are made in advance and in writing with ADM**, a Canadian air carrier making a flight having for origin and destination one of both airports Montréal-Trudeau or Montréal-Mirabel for a flight conducted for the purpose of improving the skill and knowledge of its aircrew and/or for a technical test flight, may benefit of a reduced landing charge.

Airport Improvement Fees equivalent fee

- (1) This fee is applicable for a passenger departure flight that does not use the terminal, as well as for a general aviation flight.
- (2) The fee is applied per seat. The calculation is based on the number of seats in a typical aircraft configuration. See [Appendix 6](#) as the reference table.

General terminal charge

- (1) The general terminal charge is calculated based on an estimate of the number of enplaned passengers per carrier considering seats offered as per submitted flight schedules. This estimate takes into account load factors per sector, monthly operational fluctuations and exceptional events, having occurred or foreseen, and which impact passenger traffic.
- (2) The air carrier must ensure ADM receives monthly information as it appears in Statement 2, 4 or 6 reports, as submitted to the Canadian governmental agencies, at the latest by the 10th day of the following month.
- (3) For air carriers who do not submit their monthly actual passengers as required per subsection (2), ADM reserves the right to establish the estimate of the number of enplaned passengers based on 100% of the actual available seats for the concerned month.
- (4) An annual adjustment based on actual enplaned passenger information will be made at the latest by the end of the 1st quarter of the following year. The invoice or credit note resulting from the adjustment will be subject to payment terms detailed at section 9.

Baggage rooms charge

- (1) The baggage rooms charge is calculated based on an estimate of the annual volume of enplaned passengers per carrier. This estimate is based on enplaned passengers statistics per carrier of the last twelve (12) months and adjusted to reflect submitted flight schedules as well as observed or foreseen operational trends.
- (2) The total of costs to recover (ADM share and Operators share) is divided into a **fixed portion of costs** (80%) and a **variable portion of costs** (20%).
- (3) The number of enplaned passengers by carrier subject to the fixed portion of costs is equivalent to the greater of the following number
- Estimated annual volume of enplaned passengers according to (1), up to a maximum of 100,000
 - 55% of the estimated annual volume of enplaned passengers according to (1)
- (4) The rate per enplaned passenger subject to the fixed portion of costs is calculated respectively by carrier based on the number of enplaned passengers as obtain by carrier in (3) and according to the schedule of rates below.

Level	Minimum Passenger	Maximum Passenger	Fixed portion of Rate \$/ Enplaned Passenger *	% Reduction per level
1	0	25 000	7,2542 \$	0,0%
2	25 001	50 000	6,9640 \$	4,0%
3	50 001	75 000	6,6739 \$	8,0%
4	75 001	100 000	6,4562 \$	11,0%
5	100 001	150 000	6,2386 \$	14,0%
6	150 001	200 000	6,0935 \$	16,0%
7	200 001	250 000	5,9484 \$	18,0%
8	250 001	300 000	5,8034 \$	20,0%
9	300 001	350 000	5,6583 \$	22,0%
10	350 001	400 000	5,5857 \$	23,0%
11	400 001	500 000	5,5132 \$	24,0%
12	500 001	1 000 000	5,4407 \$	25,0%
13	1 000 001	1 500 000	5,3681 \$	26,0%
14	1 500 001	2 000 000	5,2956 \$	27,0%
15	2 000 001	2 500 000	5,2230 \$	28,0%
16	2 500 001	3 000 000	5,1505 \$	29,0%
17	3 000 001	3 500 000	5,0779 \$	30,0%
18	3 500 001		5,0054 \$	31,0%

* The fixed portion of rate \$/enplaned passenger includes both ADM and operators estimated shares.

(5) Number of enplaned passengers by carrier subject to the variable portion of costs is equivalent to the following calculation result

Estimated annual volume of enplaned passengers in (1) less the number of enplaned passengers subject to the fixed portion of costs obtained in (3)

(6) The variable portion of rate \$/enplaned passenger is **\$2.2349***. The variable portion of costs is recovered equally on the number of enplaned passengers obtained in (5).

* The variable portion of rate \$/enplaned passenger includes both ADM and operators estimated shares.

(7) The estimated monthly charge per carrier is established by equally dividing over the number of operational months for the carrier, the annual charge which is the result of the sum of the fixed portion of costs (multiplication of the enplaned passengers obtained in (3) and the applicable rate in (4)) and the variable portion of costs (multiplication of the enplaned passengers obtained in (5) and the applicable rate in (6))

(8) If a carrier ceases its operations or is in default during the invoicing period, the estimated monthly charge in (7) may be revised.

(9) An annual adjustment of the actual rate per enplaned passenger will be made at the latest by the end of the 1st quarter of the following year, based on the total actual enplaned passenger from all carriers as well as on total actual annual recovery costs (ADM share and Operators share). An invoice or a credit note will result from the adjustment according to the respective situation of each carrier, and be subject to payment terms detailed at section 9.

5. INVOICING FREQUENCY

Landing charges

Landing charges are invoiced twice per month. The first invoice covers flights which occurred from the 1st to the 15th day of the month and the second invoice covers flights which occurred from the 16th to the last day of the month.

Airport Improvement Fees equivalent fee

Airport Improvement Fees equivalent fee are invoiced twice per month. The first invoice covers departure flights which occurred from the 1st to the 15th day of the month and the second invoice covers departure flights which occurred from the 16th to the last day of the month.



General terminal charges

General terminal charges are invoiced monthly in advance i.e., the 1st day of the month preceding the month to be invoiced. (For example, November 2023 services will be invoiced October 1st, 2023).

Baggage rooms charge

Baggage rooms charges are invoiced monthly in advance i.e. the 1st day of the 2nd month preceding the month to be invoiced. (For example, November 2023 services will be invoiced September 1st, 2023).

6. ELECTRONIC INVOICE TRANSMISSION

ADM has the capability of electronically transmitting invoices. To receive invoices electronically, [Appendix 2](#) must be completed and sent to the following email address billing@admtl.com

7. INVOICE CURRENCY AND TAXES

All invoices are in Canadian currency and subject to all applicable taxes.

8. AIRPORT IMPROVEMENT FEES (AIF)

The AIF rate is \$ 35 (plus applicable taxes).

The AIF amount may be modified at any time by ADM upon notice.

ADM is a signatory of the Memorandum of Agreement (MOA). According to this agreement binding the Air Transport Association of Canada (ATAC), the signatory carriers and the signatory airports, the carriers shall collect the AIF on behalf of ADM and remit the total collected amounts, less the handling fee to which they are entitled, and this, in accordance with article 9 of the said MOA.

The 1st day of every month, the carrier shall submit to ADM two (2) reports, as per [Appendix 3](#), as well as the corresponding total payment:

- A report representing the estimated number of passengers subject to the AIF for the preceding month.
and
- A report representing the actual number of passengers subject to AIF for the second preceding month.



Also, according to article 10 of the MOA, the carrier must submit to ADM, at the latest 120 days following its financial year end, an annual report detailing actual monthly sales of AIF for the specific financial year, and if applicable, remit all payment due to ADM. See sample form in [Appendix 4](#).

An electronic version of AIF reports can be obtained and submitted electronically to the following email address statement@admtl.com.

9. PAYMENT TERMS

- (1) For any flight identified by Nav Canada with an aircraft registration number, the registered owner of the aircraft is responsible for the payment of all applicable aeronautical charges.
- (2) For any flight identified by Nav Canada with the IATA or ICAO code, the designated air carrier is responsible for the payment of all applicable aeronautical charges, except for a different agreement between ADM and the air carrier.
- (3) All the charges become due and payable immediately upon receipt of an invoice, in total and without any reduction, deduction or compensation whatsoever.
- (4) When payment in full has not been received as required pursuant to subsection (3), ADM reserves the right to invoice interest from the date of the invoice.
- (5) The interest referred to in subsection (4) shall be calculated monthly on the outstanding amount including accrued interest.
- (6) Where a payment is made, the period for which interest is charged in respect of the amount of the payment shall end on the day before the day on which the payment is received by ADM.
- (7) An interest rate of 14% per year is applicable to all outstanding amounts.
- (8) If one of above payment terms is not respected, ADM reserves the right to require a security deposit according to the terms detailed at section 10 and/or refuse or withdraw aeronautical services offered to the carrier at Montréal-Trudeau and Montréal-Mirabel.
- (9) All payments must be made to the order of:

Aéroports de Montréal
800 Leigh-Capreol Place, Suite 1000
Dorval, Québec (Canada) H4Y 0A5

- (10) We encourage electronic payments. You can find accepted payment methods on our website: <https://www.admtl.com/payment>



10. SECURITY DEPOSIT

ADM reserves the right to require a security deposit from a carrier who operates or wishes to operate at Montréal-Trudeau and/or at Montréal-Mirabel. The security deposit is calculated on the basis of three months total of aeronautical fees considering the flight information (frequency, sector, type of aircraft, seating capacity) as per submitted flight schedules.

- (1)** The security deposit must be submitted in the form of an unconditional, renewable and irrevocable letter of credit issued by a Canadian bank which is a member of Payments Canada, the whole to the satisfaction of ADM and at the carrier's expense. Refer to [Appendix 5](#) for accepted letter of credit format.
- (2)** The letter of credit must be valid for the total air carrier's period of operations and end at least three months following the end of its operations at Montréal-Trudeau and/or at Montréal-Mirabel.
- (3)** The security deposit must be submitted at the latest 30 days after a demand by ADM or 30 days before the beginning of the operations.
- (4)** The security deposit amount can be revised at ADM's discretion, in the following circumstances:
 - a) A significant variation of the business volume.
 - b) Not respected payment delay.
 - c) Any risk affecting the aeronautical industry which could have an unfavourable impact on the carrier's financial situation.
 - d) Payment delay regarding AIF remittance.
 - e) Review of the aeronautical fees
- (5)** If one of the security deposit requirements is not respected by the carrier, ADM reserves the right to refuse or withdraw aeronautical services offered to the carrier at Montréal-Trudeau and Montréal-Mirabel.

11. DEFINITIONS

«MTOW» Maximum take-off weight

The maximum permissible take-off weight specified in the aircraft certificate of airworthiness or in a document referred to in that certificate.

Domestic Passenger

Enplaned passenger for a flight destination in Canada.

Transborder Passenger

Enplaned passenger for a flight destination in the United States

International Passenger

Enplaned passenger for a flight destination outside of both Canada and the United States.

State aircraft

An aircraft, other than a commercial aircraft, owned and operated by the government of any country or the government of a colony, dependency, province, state, territory or municipality of any country.

Aircraft in distress

An aircraft that is threatened by serious or imminent danger and requires immediate assistance.

Ex: An aircraft that has made an unscheduled landing at an airport as the result of a hijacking or bomb threat.

Positioning flight

Flight made without passenger nor cargo for the purpose of which is to position the aircraft to begin a flight.

Passenger flight subject to Airport Improvement Fees equivalent fee

Flight with the flight type passenger code or the flight type combi code (Passenger/Cargo)

Enplaned passengers

Passenger number according to the information appearing in the official monthly reports Statement 2, 4 or 6, such as submitted to the Canadian governmental agencies.

Passenger subject to Airport Improvement Fees

See article 11 of the MOA agreement between ATAC (Air Transport Association of Canada), signatory air carriers and signatory airports.

12. REFERENCES AND CONTACTS

Aéroports de Montréal website:

www.admtl.com

Aeronautical fees

Billing department:

billing@admtl.com

Treasury department:

statement@admtl.com

Contacts

Passenger statistics:

stats@admtl.com

Airline development – Passenger and Cargo:

mark.ruel@admtl.com

ATAC

MOA/AIF agreement Administrator

atac@atac.ca

Aéro Mag 2000 Inc.

De-Icing Center operator

(514) 636-1930

Equans YUL L.P.

Baggage rooms operator – Domestic and International

(514) 876-8780

Alstef YUL L.P.

Baggage room operator - Transborder

(514) 633-2670