

AIRPORT FEES AND CHARGES

APPLICABLE FOR CAMBODIA AIRPORTS

Effective from 1st April 2021 to 31st May 2022



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PARAGRAPH 1. GENERAL TERMS AND CONDITIONS

These general terms and conditions of sale apply to all users of services provided by Cambodia Airports and prevail over any other document emanating from the user.

1.1 PAYMENT TERMS

- 1.1.1 All payments should be made in U.S Dollars.
- 1.1.2 For regular scheduled air carrier, ground handler, contractor, sub-contractor and tenant who already have agreement with SCA/Cambodia Airports may apply the same terms of payment stipulated within that agreement (included deposit, bank guarantee and credit terms).
- 1.1.3 For non-regular scheduled air carriers, charter and other company which have no established agreement with SCA/Cambodia Airports shall make prepayment based on a “pro-forma” invoice and shall be adjusted on the next actual invoice.
- 1.1.4 Customer shall make full payment without delay to avoid late payment penalty application.
- 1.1.5 All service which is entitled to the local applicable taxes as required by the Royal Government of Cambodia shall be applied on each specific charge accordingly. Any change in applicable tax regulations shall lead automatically to an immediate adjustment of billing with a written notice of such adjustment.

1.2 REMITTANCE BANK ACCOUNT

- 1.2.1 Payment shall be remitted in US dollars to **Société Concessionnaire de l'Aéroport (SCA)**, Phnom Penh International Airport, National Road N^o4, Posenchey District, Phnom Penh, Kingdom of Cambodia to the following bank accounts:

Intermediary Bank : CITIBANK NA, NEW YORK, USA.
SWIFT CODE : CITIUS33
ABA : 021000089
Beneficiary Bank : Maybank (Cambodia) Plc.
Address : #43, Preah Norodom Boulevard, Sangkat. Phsar Thmey 3, Khan Daun Penh, Phnom Penh Cambodia.
SWIFT CODE : MBBEKHPP
CHIP UID : 407744
Beneficiary Name : SOCIETE CONCESSIONNAIRE DE L'AEROPORT
Account Number : 00001-02-000531-00

Other bank accounts below also available upon the Carrier having agreement with SCA/Cambodia Airports to facilitate payment. Those accounts are:

Routing 1: Applicable for sender bank located in Mainland China (excluded Hong Kong, Macau, and Taiwan):

Intermediary Bank : BANK OF CHINA HEAD OFFICE
SWIFT CODE : BKCHCNBJ

Beneficiary Bank : Bank of China (Hong Kong) Limited Phnom Penh Branch / Bank of China Phnom Penh Branch
Address : 1st and 2nd Floor, Canadia Tower, No. 315 Angduong St. Phnom Penh, Cambodia
SWIFT CODE : BKCHKHPP
Beneficiary Name : SOCIETE CONCESSIONNAIRE DE L'AEROPORT
Account Number : 100001100720924
Address : Phnom Penh International Airport, National Road 4, Phum Ta Nguon, SK. Kakap, KH. Posenchey, Phnom Penh, Cambodia

Routing 2: Applicable for sender bank located outside Mainland China (included Hong Kong, Macau, and Taiwan):

Intermediary Bank : CITIBANK N.A. NEW YORK
SWIFT CODE : CITIUS33
Beneficiary Bank : Bank of China (Hong Kong) Limited Phnom Penh Branch / Bank of China Phnom Penh Branch
Address : 1st and 2nd Floor, Canadia Tower, No. 315 Angduong St. Phnom Penh, Cambodia
SWIFT CODE : BKCHKHPP
Beneficiary Name : SOCIETE CONCESSIONNAIRE DE L'AEROPORT
Account Number : 100001100720924
Address : Phnom Penh International Airport, National Road 4, Phum Ta Nguon, SK. Kakap, KH. Posenchey, Phnom Penh, Cambodia

1.2.2 All transferring cost shall be under the responsibility of the user.

1.3 DISCREPANCY AND DISPUTED AMOUNT

In the event that the user disputes any charges or fees set forth within any invoice, the user shall inform SCA/Cambodia Airports Finance counterpart in written to clarify the discrepancy amount. The user shall pay the undisputed portion without delay, then both parties shall work out in good faith to resolve the dispute amount before the next billing will be issued. Upon the resolution of such discrepancy amount the user shall promptly pay the due balance based on the mutual agreement by both Parties.

1.4 LATE PAYMENT

1.4.1 In the event of late payment, a reminder letter will be sent from the SCA/Cambodia Airports' Finance Department to the user.

1.4.2 Late payment penalty shall be applied from the date of invoice, without further notification, at one-point five percent (1.5%) per month on the outstanding balance until the outstanding debt has been settled in full.

1.4.3 Prior to the full settlement of outstanding debt, SCA/Cambodia Airports reserves the right to impose pre-payment before the service is provided, unless both Parties (Finance) agreed on alternative solution.

1.5 BILLING AND PAYMENT CONTACT

1.5.1 Any related issue concerning billing (invoice), please contact the following person in charge:

Phnom Penh International Airport

Name	Mobile	Office	Email
Mr. Malivan MAO	+855 61 896 007	+855 23 862 800 – Ext: 1422	malivan.mao@cambodia-airports.aero
Ms. Sreyneang VAN	+855 12 856 807	+855 23 862 800 – Ext: 1427	sreyneang.van@cambodia-airports.aero
Mr. Sothoeun KEO	+855 17 557 593	+855 23 862 800 – Ext: 1429	sothoeun.keo@cambodia-airports.aero

Siem Reap International Airport

Name	Mobile	Office	Email
Mr. Chandara TEK	+855 99 666 197	+855 63 962 400 – Ext: 2405	chandara.tek@cambodia-airports.aero
Ms. Sethy MONY	+855 97 666 5646	+855 63 962 400 – Ext: 2410	sethy.mony@cambodia-airports.aero
Ms. Sakteka YON	+855 10 696 401	+855 63 962 400 – Ext: 2411	sakteka.yon@cambodia-airports.aero

1.5.2 For settlement of payment, please contact the following person in charge:

Name	Mobile	Office	Email
Ms. Ratha SANG	+855 99 999 568	+855 23 862 800 – Ext: 1415	ratha.sang@cambodia-airports.aero
Ms. Chantrea SOK	NA	+855 23 862 800 – Ext: 1439	chantrea.sok@cambodia-airports.aero
Ms. Leangsim OENG	NA	+855 23 862 800 – Ext: 1445	leangsim.oeng@cambodia-airports.aero

PARAGRAPH 2. FEES AND CHARGES

2.1 BAGGAGE RECONCILIATION SYSTEM – BRS

Provision of BRS service used by the handling agent, to comply with IATA Resolution 753 on Baggage Tracking, will be charged at a fixed fee of USD 0.04 per departing baggage to the user at departure station.

IATA Resolution 753 on baggage Tracking enables airlines to address the challenge of baggage mishandling by implementing an industry tracking system for every baggage departed.

To implement BRS, the Carrier shall provide Baggage Source Message (BSM) to SITA-BagManager. For system set up, the Carrier shall contact and liaise with following person in charge:

Phnom Penh International Airport

Name	Mobile	Office	Email
OSM (Operations Services Manager)	+855 61 333 623	+855 23 862 800 Ext: 5111	pnh.osm@cambodia-airports.aero

Siem Reap International Airport

Name	Mobile	Office	Email
Mr. Sam Oeurn SORN	+855 17 444 106	+855 63 962 400 Ext: 6211	samoeun.sorn@cambodia-airports.aero

2.2 FIXED ELECTRICAL GROUND POWER UNIT (FEGPU/400HZ) AND PRE-CONDITIONED AIR (PCA)

As specified within the AIP published by State Secretariate of Civil Aviation (SSCA), all aircrafts parking at a stand served with passenger boarding bridge shall utilize the Fixed Electrical Ground Power Unit (FEGPU/400HZ) and Fixed Pre- Conditioned Air (PCA) when serviceable. The Carrier will be billed the usage of those equipment, for the duration of turnaround time, even though it was decided not to use it.

Aircraft category	FEGPU (in USD for first hour)	PCA (in USD for first hour)	FEGP + PCA (in USD for first hour)
C	27	45	72
D	35	59	94
E	54	81	135

Minimum charge time of 1 hour. Additional usage, after the first hour, is charged per range of 15 minutes based on hourly prices divided by 4.

PARAGRAPH 3. ANNUAL PRICE REVISION

Fees and charges within Paragraph 2 are subjected to be annually revised to align with the increment of Consumer Price Index (CPI), and will be applied based on the following formula:

Revision of the new rate of charges for year (N+1) = Rate of Charges year (N) x (1+CPI %).

(Ex: Rate of Year N = US\$100 and CPI = 2%; then New Rate Year N+1 = US\$100 x (1+2%) = US\$102)

The revision of new rate shall be applied based on the actual CPI, but it will be capped at maximum three percent (3%) and subjected not lower than 0% application.

The CPI percentage (CPI%) means annual Consumer Price Index changes (CPI Year N/CPI Year N-1) for the preceding 12-month calendar year end published by the Cambodia National Institute of Statistics (NIS) or any other official published source. Such information could be found in NIS website: <http://www.nis.gov.kh/index.php>

Rate revision of those services specified within Sub-Paragraph 2.1 and 2.2 shall be adjusted based on Annual Price Revision from 1st day of June 2022 and follow by the subsequent year on 1st day of June, which the Airport Operator (Cambodia Airports) shall issue an update of the Airport Fees and Charges and notify the Carrier accordingly.

PARAGRAPH 4. APPLICABLE ON GOVERNING LAW

- 4.1 Any dispute related the General Terms and Conditions of this Airport Fees and Charges shall be governed by, construed, and interpreted in accordance with the laws of the Kingdom of Cambodia.
- 4.2 Upon any dispute, controversy or claim arising out of or in connection with this General Terms and Conditions, including any question regarding its existence, validity, interpretation, performance, both Parties shall meet within seven (7) days after receipt of a written request of

either Party to discuss the dispute in a good faith effort to resolve the same. If the Parties are unable to resolve the issue within twenty-one (21) days after any such meeting has been held, the dispute shall be referred to and finally resolved by arbitration administered by the National Commercial Arbitration Center of Cambodia (“NCAC”) under the Arbitration Rules of the NCAC for the time being in force, which Rules are deemed to be incorporated by reference into this clause. The place of arbitration shall be Phnom Penh, Cambodia. The tribunal shall consist of three (3) arbitrators. The arbitration proceedings shall be conducted in English. The arbitral award is final and binding upon both parties.