

**To: All Scheduled Airlines  
Operating Flights to / from Václav Havel Airport Prague**

Naše značka/Our Ref. 2012/22/LP RSP/LOP Vyřizuje/Responsible: Jakub Maixner (jakub.maixner@prg.aero)

Dne/Date: 17<sup>th</sup> June 2022

**Invitation to Engage in the 2023/2024 Airport Charges Consultation Process**

Dear Business Partner,

As you know, pursuant to Article 42f of Act No. 49/1997 Coll., on Civil Aviation and amending Act No. 455/1991 Coll., on Trade Licensing (the Trade Licensing Act), as amended (hereinafter referred to as "the Civil Aviation Act"), the operator of Václav Havel Airport Prague, Letiště Praha, joint stock company (hereinafter referred to as "Prague Airport"), is obliged to call a formal consultation meeting regarding **the proposed list of airport charges for the use of Prague Airport services and facilities for the period commencing on 26<sup>th</sup> March 2023. This year's meeting will be held on 13<sup>th</sup> September 2022.**

As in the last two years, the consultation meeting will take place in a distant form using standard internet conference tools and will begin **at 10:00 a.m. local time**. The connection details and technical specifications will be distributed to the participants via e-mail in time. Should Prague Airport experience technical difficulties during the first attempt preventing effective communication, a substitute meeting will be held in the same manner on 14<sup>th</sup> September 2022 from 10:00 a.m. local time.

To comply with the obligations pursuant to the Civil Aviation Act, we hereby invite all air carriers operating their services to/from Václav Havel Airport Prague interested in engaging in the consultation process to forward their **written attendance confirmation** to the below given address **by 22<sup>nd</sup> August**. Further, as required by law, we also ask the air carriers to provide us, within the set time limit, with their performance estimates, at the minimum for the periods of 2023 and 2024, separately per the individual years and divided as follows:

- a) Expected number of carried passengers, including transfer passengers, and number of airport take-offs and landings
- b) Composition and use of their fleet
- c) Requirements regarding airport services and facilities included in the list of airport charges

Please send your attendance confirmation, together with the above listed data, to:

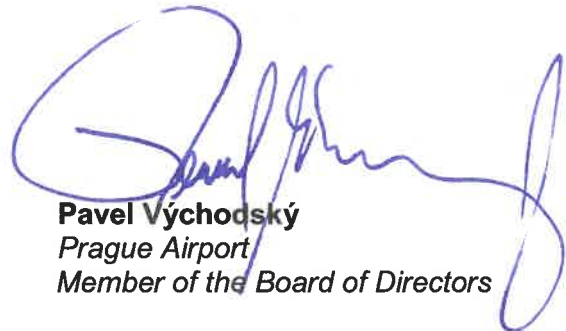
Mr. Jakub Maixner  
Business Consultant  
Letiste Praha, a. s. / Prague Airport  
K letisti 1019/6  
161 00 Praha 6, Czech Republic  
E-mail: [jakub.maixner@prg.aero](mailto:jakub.maixner@prg.aero)

Please note that those who fail to submit the attendance confirmation and forward the requested data will only be allowed to engage in the consultation process with the status of an observer.

To ensure utmost transparency, the proposal of airport charges for the respective period, together with additional supporting documentation, will be distributed in advance to all participants of the consultation meeting.

Thank you for your co-operation.

Yours Sincerely,



**Pavel Východský**  
Prague Airport  
Member of the Board of Directors