

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

Naše značka/Our Ref. 1361/23/LP ŘSP/LOP Vyřizuje/Responsible: Andrea Černá (andrea.cerna@prg.aero)

Dne/Date: 15th June 2023

Invitation to Engage in the 2024/2025 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 31st March 2024. This year's meeting will be held on 5th September 2023.**

As in the last year, 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 6th September 2023 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 21st 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 2024 and 2025, 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:

Ms Andrea Černá
Controlling Specialist
Letiste Praha, a. s. / Prague Airport
K letisti 1019/6
161 00 Praha 6, Czech Republic
E-mail: andrea.cerna@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