|  |  |
| --- | --- |
|  | **Other preferred resources** |
| **Stand** |  |
| From-To | 30MAR19-26OCT19 |
| **Gate** |  |
| From-To |  |
| **Arr Belt** |  |
| From-To |  |

**Remarks**

|  |  |
| --- | --- |
| **Flight season** |  |
| **Terminal** |  |
| **Airline** |  |
| **Authorized Person** |  |
| **Contact** |  |
| **Flight/Destination/****Other specification** |  |
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|  **ALL TIMES ARE UTC**  |

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| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **C/I No.** | **Flight(s)** | **Dest.** | **STD (UTC** | **From** | **To** |
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**Please fill in all times in UTC.**

All terminal resources planning and allocation in Terminal 1 a 2 is handled by Airport Operations Centre (CDP, line 7000) and by General Aviation Dispatching in Terminal 3 (CDP/GAV, line 4000).

Four weeks before the start of the flight season carriers may apply for the allocation of specific airport resources for the flight link (or group of flight links), which will be in accordance with the SLA provided by Prague Airport.

In case of no request, CDP allocates the flight according to the resources availability to optimize the operational situation and regarding to the valid SLA. CDP takes roughly into consideration the settings from the previous seasons.

The default principle is described in next tables:

|  |  |  |
| --- | --- | --- |
| **Check-in** | International flights | -120 till -20 minutes before STD |
| Long-haul flights | -180 till -40 minutes before STD |
| **Stand** | According to capacity limitations |
| **Gate** | According to capacity limitations |
| **Arr. belt** | According to capacity limitations |

CDP takes into consideration the following priorities:

|  |  |
| --- | --- |
|  | **Flights**  |
| **Priority 1**  | Long-haul flights |
| **Priority 2**  | Regular flights  |
| **Priority 3**  | Charter flights  |
| **Priority 4**  | Flights operated outside the coordinated times |

**Please send all requests at least 14 days prior to the start of the flight season to the e-mail address: tomas.vlacil@prg.aero.**