

**To: All Scheduled Airlines Operating Prague Airport**

Naše značka/Our Ref. LOP/3741/21

Vyřizuje/Responsible: Erika Hruběšová / erika1.hrubesova@prg.aero

Dne/Date: 15<sup>th</sup> June 2021

**A Letter of Invite for airport users to participate in the consultation process regarding proposed airport charges.**

Dear Business Partner,

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 Prague Airport, joint stock company (hereinafter referred to as "Prague Airport"), announces, a formal consultation meeting in relation to **the proposed list of airport charges** for the use of Prague Airport services and facilities for the period commencing on 27<sup>th</sup> March 2022 **will be held on 2<sup>nd</sup> September 2021.**

**The consultation 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 by email well in advance.** Should Prague Airport experience technical difficulties during the first attempt that shall prevent effective communication, a substitute meeting will be held in the same manner on 3<sup>rd</sup> September 2020 from 10:00 a.m. local time.

In conformity with the Civil Aviation Act, we hereby invite all air carriers operating Prague Airport and interested in engaging in the consultation process to forward their **written attendance confirmation** to the below given address **by 17<sup>th</sup> August 2021.** We also request the air carriers provide us, within the set time limit, with their performance estimates at the minimum for the periods of 2022 and 2023, divided per the individual years and broken down as follows:

- a) Number of carried passengers, including transfer passengers, and expected numbers 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. Erika Hrubesova  
Controlling Specialist  
Letiste Praha, a. s. / Prague Airport  
K letisti 1019/6  
161 00 Praha 6, Czech Republic  
E-mail: [erika1.hrubesova@prg.aero](mailto:erika1.hrubesova@prg.aero)

Please be aware that those who fail to deliver the attendance confirmation and the requested data will only be allowed to attend the consultation process in the position 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,



**Jakub Puchalský**  
Prague Airport  
Member of the Board of Directors