

Greetings,

Regarding Vector Airport Systems billing and collection of the Dallas Love Field General Aviation (GA) Landing Fee and Commercial Non-Signatory fee, there have been several inquiries asking the method for determining if a given aircraft will be billed at the GA Landing Fee rate, currently \$5.15/1000 lbs of Max Landing Weight vs the Commercial Non-Signatory rate, currently \$3.14/1000 of MLW.

After consultation with the Love Field pilot community towards the goal of a simplified process, the City of Dallas has authorized the following fee billing process methodology going forward:

- Aircraft other than “Commercial Signatory” aircraft (commonly referred to as “Signatory Airlines”) will be considered GA and billed at the GA Landing Fee rate as a default *unless*:
 - Aircraft operations that are “Commercial NON-Signatory” (often called “part 135”) are reported to Vector by the 5th of each month so that they can be billed at the “Commercial Non-Signatory” rate.
 - Since a given aircraft may operate some flights as GA and others as Commercial Non-Signatory, Commercial Non-Signatory flights **(only)** should be reported including the following information:
 - Tail Number (i.e., N1234, not flight number EJA162)
 - Departure date/time (local DAL time)
 - Aircraft Operator Name (i.e., Global Air Charters)
- Report these Commercial Non-Signatory ops to the Vector PlanePass service team at billing@vector-us.com or 888-588-0028 by the 5th of each month for previous month’s activities [**Note: January 2019 will be an exception as we communicate these requests to the community**]
- Vector plans to implement an additional feature to the Vector Pilot Portal myaccount.vector-us.com to simplify this self-reporting process at a future date.
- Aircraft operators reporting aircraft operations as Commercial Non-Signatory while operating at Dallas Love Field will be required to attest to the accuracy of their reporting to the best of their knowledge and agree to cooperate with periodic audits of this process to ensure that aircraft are being reported correctly.
- Vector, the Aviation Department and the Love Field Pilots Association will work together to disseminate these procedures as widely as possible so that the correct fees can be assessed on the applicable flights as accurately as possible.

Kind Regards,

Vector PlanePass Billing Team
(888)-588-0028
billing@vector-us.com