

3.7 Mercy flights are exempted from after-hours charges but not from passenger, landing or parking charges.

3.8 Motor-glider and microlight is certainly exempted from paying landing charges hence, its weight below 450kg.

4. PASSENGER SERVICE CHARGES

4.1 The passenger service charge shall be calculated on the basis of the number of embarking passengers on an aircraft and the appropriate tariff applicable to each passenger as set out below:

4.1.1 Per departing passenger on a scheduled flight: N\$ 91.20 excluding VAT

4.1.2 Per departing passenger on a non-scheduled flight: N\$ 91.20 excluding VAT

5. GENERAL RULES

5.1 Should the aircraft be on a permanent or long term lease to a private person, private operator, commercial operator, airline, Charter Company, etc, the lessee of the aircraft may be charged instead of the registered owner.

5.2 A written request to this effect has to be submitted to the accounting officer of Swakopmund Municipality, which request will not unreasonably be withheld. The final decision in this regard is however at the discretion of the accounting officer of the Swakopmund Municipal Aerodrome.

5.3 Aerodrome user or aircraft owner should give the aerodrome personnel official notification for aircraft change e.g. sell, buy or rental if not so then last user of the aircraft will be liable for landing fee and etc.

6. METHOD OF PAYMENT FOR LANDING, PARKING AND PASSENGER DEPARTURE CHARGES:

Landing charges, parking charges, passenger service charges and administration charges are levied:

6.1 At daily rates payable in cash or utilize the speed point facility, at the aerodrome apron office, at the time the aerodrome is used, or

6.2 In the case of a regular user where the registered owner or operator has not defaulted in respect of payment of previous accounts and who is creditworthy and of good standing, without demand at the end of each calendar month in respect of charges accrued during that month, provided that, at the discretion of the accounting officer of the Swakopmund Municipal Aerodrome, prior arrangement for a Bank guarantee of payment is in place.

6.3 Non-compliance with these rules and regulations will result in the management of Swakopmund Municipality resorting to prohibiting movement of aircraft on the aerodrome and other strict measures i.e. refusing services, clamping of aircraft when parked and charging interest at "MORA" rate on all outstanding balances exceeding thirty (30) days from Invoice date, as well as permanent withdrawal of credit facilities if any.

6.4 Should the pilot refuse or fail to fill in the landing/departure register, Swakopmund Municipality will charge a flat rate of "rate N" to the registered owner of the aircraft, subject to its rights set out herein. All the pilots are obliged to fill in landing/departure register irrespective whether they are account holder or non-account holder.

Note: Note must be taken that the Swakopmund Municipal Aerodrome is NOT a state/parastatal owned or operated aerodrome but is privately owned and operated by the Swakopmund Municipality.

PART “C”: AERODROME CHARGES APPLICABLE TO ARANDIS

GEN 4.1.1 LANDING OF AIRCRAFT

ARANDIS AERODROME CHARGES

1. Liability to pay aerodrome charges

Aerodrome charges shall be payable by the operating pilot and/or owner of an aircraft to Arandis Airport (Pty) Ltd Company Reg # 2012/0475.

2. Notification of movement of aircraft

2.1 Arandis aerodrome is a private airfield, and prior permission must be obtained. Requests or notices of landing must be sent via e-mail to yolandic@sec.com.na, at least 12 hours before a flight. Copies of the Request Form are available from Yolandi Castelyn at yolandic@sec.com.na. Diversions unforeseen landings must be reported within 48.

The following information will be required:

- a) Aircraft Registration.
- b) Aircraft Type
- c) Operator/Owner's Name and address
- d) Date of Landing
- e) Number of passengers embarking
- f) Name of Pilot

Aircraft weight (kg)		2025/2026 Landing Charges (N\$ Excl VAT)
A	Up to 500	30.00
B	501 - 1000	55.00
C	1001 - 1500	95.00
D	1501 - 2000	110.00
E	2001 - 2500	130.00
F	2501 - 3000	170.00
G	3001 - 4000	240.00
H	4001 - 5000	290.00
I	5001 - 6000	370.00
J	6001 - 7000	490.00
K	7001 - 8000	540.00
L	8001 - 9000	600.00
M	9001 - 10000	660.00
Thereafter for every additional 1000kg/4400lb or part thereof additional:		65.00

GEN 4.1.2 PARKING, HANGARAGE AND LONG-TERM STORAGE OF AIRCRAFT

1. Parking of aircraft

Parking at Arandis aerodrome is free of charge at owner/operator risk.

2. Hangarage charges

NIL

3. Long-term storage

NIL

GEN 4.1.3 PASSENGER SERVICE

The passenger service charge shall be calculated based on the number of embarking passengers on an aircraft and the appropriate tariff applicable to each passenger as set out below:

1. Per departing passenger on a scheduled or non-scheduled flight: N\$ 70.00 including VAT

GEN 4.1.4 SECURITY

NIL

GEN 4.1.5 NOISE RELATED ITEMS

NIL

GEN 4.1.6 OTHER

Should the aircraft be on a permanent or long lease to a private person, private operator, commercial operator, airline, charter company, etc, the lessee of the aircraft may be charged instead of the registered owner. A request to this effect has to be submitted in writing to the accounting officer of the Arandis Airport (Pty) Ltd.

GEN 4.1.7 EXEMPTIONS AND REDUCTIONS

Exemptions

- a) Namibian and foreign state aircraft.
- b) Aircraft engaged in search and rescue operations.
- c) Aircraft in the private operation category.
- d) Aircraft engaged in test flights, when such flights are required by the Namibia Civil Aviation Authority.
- e) Any crew member on duty
- f) Any person under the age of two
- g) Test flights ordered by the Namibia Civil Aviation Authority

Reductions

No reductions for landings carried out for the purpose of aircrew training, unless approved in writing by airport management.

Surcharges

Night Landings or after hours are subject to an additional cost of N\$120.00(Excluding VAT).

GEN 4.1.8 METHODS OF PAYMENT

Landing charges and passenger service charges are levied:

- a) At daily rates payable at presentation of invoice from the accounting officer. No payments to be made to the airport personnel.
- b) In the case of a regular user where the registered owner or operator has not defaulted payment of previous accounts and who is credit worthy and of good standing, on demand at the end of each calendar month in respect of charges accruing during that month, provided that, at the discretion of the accounting officer of the Arandis Airfield prior arrangement for a Bank Guarantee of payment is in place.
- c) Non-compliance with these rules and regulations will result in the management of Arandis Airfield resorting to prohibiting movement of aircraft on the airfield.

Note: Note must be taken that the Arandis Aerodrome is not a state/parastatal owned or operated aerodrome but is owned and operated by Arandis Airport (Pty) Ltd, which is a private entity entirely.

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