



**IATA STANDARD GROUND HANDLING AGREEMENT**

**STANDARD GROUND HANDLING AGREEMENT—SIMPLIFIED PROCEDURE**

**Annex B1.0 —Location(s), Agreed Services and Charges**

to the Standard Ground Handling Agreement (SGHA) of January 2018

This Annex B for:

- the locations:
- (1) Zvartnots International Airport (EVN)  
Zvartnots, Yerevan, Republic of Armenia
  - (2) Gyumri “Shirak” Airport  
Gyumri, Republic of Armenia

**PREAMBLE:**

This Annex B is prepared in accordance with the simplified procedure whereby the Parties agree that the terms of the Main Agreement and Annex A of the SGHA of January 2018 as published by the International Air Transport Association shall apply to this Annex B as if such terms were repeated here in full. By signing this Annex B, the Parties confirm that they are familiar with the aforementioned Main Agreement and Annex A.

**PARAGRAPH 1. GROUND HANDLING CHARGES.**

**A. Ground Handling Passenger Aircraft Charges.**

Charges are imposed based on the maximum seat accommodation capability of each passenger aircraft.

Basic Ground Handling Charges.

The basic ground handling fee (BASIC FEE) varies by passenger aircraft accommodation capability as described in the following chart:

	PASSENGER AIRCRAFT SEATING CAPACITY	US\$
a.	1 to 15 seats	334
b.	16 to 30 seats	570
c.	31 to 60 seats	768
d.	61 to 85 seats	1.040
e.	86 to 115 seats	1.300
f.	116 to 150 seats	1.636
g.	151 to 200 seats	2.100
h.	201 to 300 seats	2.600
i.	301 and up seats	2.900



**B. Ground Handling Cargo Aircraft Charges (for the location of Zvartnots International Airport (EVN) only).**

Charges are imposed based on the maximum take-off weight of the cargo airplane.

Basic Ground Handling Charges.

The basic ground handling fee (BASIC FEE) varies by cargo aircraft maximum take-off weight as described in the following chart:

	CARGO AIRCRAFT MAXIMUM TAKE-OFF WEIGHT	US\$
11.01.01	0 to 50 tons	180
11.01.02	51 to 100 tons	220
11.01.03	101 to 150 tons	260
11.01.04	More than 150 tons	300

**PARAGRAPH 2. PASSENGER AIRCRAFT HANDLING ADDITIONAL SERVICES**

*Below in this Paragraph, only Extract from SECTION 2. PASSENGER SERVICES included in the full list of additional services is given:*

**2.2.3**

(a) Check travel documents for the flight(s) concerned within the booking. The Handling Company shall be liable for Immigration fines in the following cases:

1. Expired Passports/Visas or Passports/Visas without the minimum required validity at the day of entry
2. Non-Existence of Visa/Necessary Travel Document required by destination or transit station(s) according to IATA TIMATIC printed version (Excluding passports damaged or missing at point of transit or entry), *provided the Carrier presents penalty and payment documentary proves by the Immigration Service.*

*In any event, the Handling Company's liability shall be limited to the amount not exceeding US\$ 1,200 (United States of America Dollars One Thousand Two Hundred) per each case. All cumulated penalties cannot exceed 20% of a monthly invoice.*

In the event that the Handling Company does not have access to information that verifies visa validities and entry conditions for the passenger's final destination and transit point(s), the Handling Company will not have liability.

The Handling Company shall not be liable for immigration fines in the event of non-bona fide travel documents or other events, which are outside of their control. In the event an immigration fine is announced or raised against the Carrier, the Carrier will make available to the Handling Company all supporting documents to investigate the matter.

*Should the Carrier have a claim related to the Handling Company's obligation to check travel documents, the Carrier shall, within 1 (one) month after the alleged irregularity date, inform the Handling Company thereon and provide with the check-in and boarding history, if the Handling Company has no access to it anymore, and copies of travel documents, boarding pass and ticket of the passenger, in order to enable the Handling to investigate and accept and/or deny claim. Otherwise, the Handling Company will not have liability.*

**PARAGRAPH 3- TRANSFER OF SERVICES**

3.1 In accordance with Sub-Article 3.1 of the Main Agreement, the Handling Company may subcontract any of the following services to the mentioned subcontractors:

	Annex A Section:	Subcontractor:
1.	<b>2.1.3.</b> When requested by the Carrier (a) Provide	"PRM SERVICE" Limited Liability Company

	special equipment, facilities and specially trained personnel, for assistance to: 2. persons with reduced mobility (PRMs)	
2.	<b>2.3.4.</b> Handle lost, found and damaged property matters. (a) Provide <b>5.</b> delivery of delayed baggage to passengers*	<ul style="list-style-type: none"> <li>• <i>“BENE-FEAT” Limited Liability Company,</i> <i>or</i></li> <li>• <i>“POL AIRTOUR” Limited Liability Company</i></li> </ul>
3.	<b>3.12.1</b> (a) Provide 3. water quality tests.*	<i>“MEDICAL CENTRE “AVIAMED” Closed Joint-Stock Company</i>

**OR:** to provide **only 2.3.4.(a)5** service of Annex A, in accordance with Sub-Article 3.2 of the Main Agreement, the Carrier may appoint any of the following accredited companies:

- *“BENE-FEAT” Limited Liability Company*
- *“POL AIRTOUR” Limited Liability Company*
- *“GA DELIVERY” Limited Liability Company*

The appropriate written notice of such appointment shall be presented by the Carrier to the Handling Company before start of the service provision.

#### **PARAGRAPH 4. STANDARD OF WORK**

4.1. Notwithstanding Sub-Articles 5.11 of the Main Agreement, the Handling Company shall be able to demonstrate a Safety Management System in use in accordance with the Airport local standards and regulations.

#### **PARAGRAPH 5 ACCOUNTING AND SETTLEMENT**

5.1. Notwithstanding Sub-Articles 7.1 and 7.2 of the Main Agreement, settlement of account shall be effected as follows:

5.1.1. The Carrier shall ensure the advance payments for the charges arising from the provision of the handling services of Annex A as listed in Annex(es) B at the rates of charges set out in Annex(es) B. Before each flight, the Handling Company shall issue a prepayment invoice, considering the expected volume of the services to be rendered for the upcoming flight. The prepayment invoice shall be settled by the Carrier and fully received by the Handling Company before the planned flight operation date. The Parties further agree that in case the Handling Company fails to render services within thirty (30) days after prepayment receipt it shall repay to the Carrier the amount of prepayment received within the following ten (10) days.

5.1.2. Settlement shall be effected in United States of America Dollars (except for the charges indicated in AMD), by bank transfer or bank deposit at the following account:

Beneficiary name: “ZVARTNOTS HANDLING” CJSC  
Beneficiary account No.: 1930010534560101 (US\$)  
1930010534560100 (AMD)  
Beneficiary Bank: CONVERSE BANK CJSC, YEREVAN, ARMENIA,  
SWIFT: COVBAM22  
Correspondent Bank: BANK OF GEORGIA, TBILISI, GEORGIA  
SWIFT: BAGAGE22

#### **PARAGRAPH 6. ARBITRATION**

6.1. In accordance with Article 9 of the Main Agreement, this Annex B1.0 shall be governed by and interpreted in accordance with the laws of the Republic of Armenia.

6.2. Courts for the resolution of disputes shall be the courts of the Republic of Armenia.

#### **PARAGRAPH 7. DURATION, MODIFICATION AND TERMINATION**

7.1. Notwithstanding Sub-Articles 11.4 and 11.6 of the Main Agreement, this Main Agreement and any Annex(es) B to this Agreement shall apply to an individual charter flight operated by the Carrier, unless the Parties have signed an agreement applicable to such flight.

7.2. Notwithstanding Sub-Article 11.5 of the Main Agreement, termination by either Party of all or any part of the services to be furnished at a specific location requires thirty days prior notice to the other Party. In the event of part termination of services, consideration shall be given to an adjustment of charges.

7.3. Notwithstanding Sub-Articles 11.11 and 11.12 of the Main Agreement, the Handling Company shall have the right at any time to vary the charges set out in the Annex(es) B provided, however that the Handling Company has given notice in writing to the Carrier not less than thirty days prior to the revised charges becoming effective. The notice shall specify the revised charges which the Handling Company proposes to introduce, together with the date on which they are to be brought into effect. Notwithstanding the foregoing, when changes occur in the schedule, and/or frequencies and/or types of aircraft, which affect the handling costs, the Handling Company shall have the right to adjust the handling charges as from the date of the change provided that the Handling Company does inform the Carrier within thirty days of the change.

***\*NOTE: For further information on basic, additional services and fees, etc., please contact Commercial Department (Ms. Haykuhi Grigoryan: [hgrigoryan@aia-zvartnots.aero](mailto:hgrigoryan@aia-zvartnots.aero)).***