

INFORMATION CIRCULAR

Effective 1 January 2018 (Ref. LW 2018/01)

TERMINAL CHARGES IN THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA

1. The EUROCONTROL Organisation is entrusted with the billing and collection of terminal charges on behalf of M-NAV. The annexed document presents the Rules governing terminal charges in the Former Yugoslav Republic of Macedonia.
2. The terminal charge is levied for each IFR flight departing from Skopje (LWSK) and Ohrid (LWOH).

The basic unit rate of charge applicable from 1 January 2018 is **EUR 3.60**.

The rate of interest on late payment of terminal charges applicable from 1 January 2018 is **9.74% per annum**.

These rates are published in the Former Yugoslav Republic of Macedonia.

3. **Payment must be made only in euro (EUR).** Details of the Bank Accounts to which users should make their payments are printed on the EUROCONTROL Bills and Statements of Accounts. Users should not pay into any other bank account other than those printed on EUROCONTROL documents. For contact details in this regard, please refer to the 'Collection, Accounting and Treasury' unit of the CRCO (see item 6. below).

A facility for payment by credit card is also available. For further details please contact the 'Collection, Accounting and Treasury' unit of EUROCONTROL CRCO (see item 6. below).

The CRCO draws the attention of users to fraudulent attempts whereby individuals pretend to come from EUROCONTROL to try to make you pay into their bank accounts.

EUROCONTROL does not plan to open new bank accounts in the foreseeable future - mistrust any communication that says that our bank accounts have changed. In all circumstances payments for charges must be made to the bank account numbers mentioned on EUROCONTROL documents. Users can contact the CRCO (see item 6. below – any service may be contacted) for confirmation.

4. The CRCO makes available to users a secured Internet site providing the following services: download of monthly billing documents (pdf, txt, xls) for the verification of bills, consultation of financial situation, submission and follow up of claims, and notification and consultation of fleet information. This service - CRCO Extranet For Airspace users (CEFA) - is free of charge and is subject to the signature of a service level agreement between users and the CRCO. For contact details, please refer to the 'Billing and Customer Relations' unit of the CRCO (see item 6. below) or consult:

<http://www.eurocontrol.int/services/central-route-charges-office-extranet-airspace-users-cefa>

5. Comprehensive and up-to-date information on charges billed and collected by EUROCONTROL is available on the website at:

<http://www.eurocontrol.int/articles/what-are-route-charges>

6. The telephone and telefax numbers as well as e-mail addresses of the EUROCONTROL CRCO units concerned are as follows:

	Billing and Customer Relations ----- (1)	Collection, Accounting and Treasury (CAT) Collection of Charges ----- (2)	Collection, Accounting and Treasury (CAT) Accounting and Treasury ----- (3)
Telephone	+32.2.729.3838	+32.2.729.3865 +32.2.729.3801	+32.2.729.3856 +32.2.729.3801
Telefax	+32.2.729.9093	+32.2.729.9094	+32.2.729.9095
E-mail	r3.crco@eurocontrol.int	r4.crco@eurocontrol.int	r5.crco@eurocontrol.int
Address	EUROCONTROL Central Route Charges Office (CRCO) Rue de la Fusée 96 B – 1130 Brussels (Belgium)		

ANNEX
RULES GOVERNING TERMINAL CHARGES
IN THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA

ARTICLE 1

A charge shall be levied for each flight performed under Instrument Flight Rules departing from Skopje (LWSK) and Ohrid (LWOH).

The charge shall constitute remuneration for the costs incurred by M-NAV in respect of terminal air navigation services.

ARTICLE 2

EUROCONTROL shall collect charges levied on users of terminal air navigation services, in accordance with the laws and regulations of the Former Yugoslav Republic of Macedonia.

These charges shall constitute a claim by M-NAV.

The person liable to pay the charge shall be the person who was the operator of the aircraft at the time when the flight was performed. The ICAO designator or any other recognised designator in the identification of the flight may be used to identify the operator of the aircraft. If the identity of the operator is not known, the owner of the aircraft shall be regarded as the operator, unless he proves which other person was the operator.

ARTICLE 3

The terminal charge **R** shall be calculated in accordance with the following formula:

$$R = t \times N$$

where **t** is the unit rate of charge and **N** the number of service units corresponding to terminal services used or made available.

The unit rate of charge (**t**) shall be established in **euro (EUR)** with a maximum of two decimal points.

The unit rate of charge **t** shall be published by M-NAV.

ARTICLE 4

For a given departing flight, the number of service units in respect of terminal charges, designated **N**, expressed as a figure taken to two decimal places, shall be the equal to the Maximum Take-off Weight (MTOW). The Maximum Take-off Weight shall be expressed in metric tons and shall be the one used for calculating the EUROCONTROL route charge for the flight concerned.

ARTICLE 5

Flights exempted from payment of Terminal Charges shall be established and published in accordance with the laws and regulations of the Former Yugoslav Republic of Macedonia.

ARTICLE 6

The charge shall be payable at EUROCONTROL's Headquarters, in accordance with the conditions of payment set out in the Appendix. The currency of account used shall be the **euro (EUR)**.

ARTICLE 7

These Rules and the unit rate of charge shall be published by M-NAV.

APPENDIX
CONDITIONS OF PAYMENT

CLAUSE 1

The amounts billed are payable in euro (EUR) into the EUROCONTROL, Central Route Charges Office's bank account shown on the bill.

The amount of the charge is due on the date of performance of the flight. The latest value date by which payment must be received by EUROCONTROL shall be shown on the bill and is 30 days from the date of the bill.

CLAUSE 2

Payment shall be deemed to have been received by EUROCONTROL on the value date on which the amount due was credited into the banking establishment designated by EUROCONTROL referred to in Clause 1 above. The value date shall be the date on which EUROCONTROL can use the funds.

CLAUSE 3

Payments shall be accompanied by a statement giving the references, dates and euro amounts in respect of bills paid and of any credit notes deducted.

Where a payment is not accompanied by the details specified in paragraph 1 above so as to allow its application to a specific bill or bills, EUROCONTROL will apply the payment:

- first to interest, and then
- to the oldest bills unpaid.

CLAUSE 4

Claims against bills must be submitted to EUROCONTROL in writing or by an electronic medium previously approved by EUROCONTROL. The latest date by which claims must be received by EUROCONTROL shall be shown on the bill and is 60 days from the date of the bill.

The date of submission of claims shall be the date on which the claims are received by EUROCONTROL.

Claims must be detailed and should be accompanied by any relevant supporting evidence.

Submission of a claim by a user shall not entitle him to make any deduction from the relevant bill unless so authorised by EUROCONTROL.

Where EUROCONTROL and a user are mutually debtor and creditor no compensation payments shall be effected without EUROCONTROL's prior agreement.

CLAUSE 5

Any charge which has not been paid by the latest date for payment shall be increased by the addition thereto of interest. The interest, entitled Interest on Late Payment, shall be simple interest calculated from day to day on the unpaid overdue amount.

The interest will be calculated and billed in euro (EUR). The interest rate will be published by M-NAV.

CLAUSE 6

Where a debtor has not paid the amount due, measures may be taken to enforce recovery.