



**AERONAUTICAL
CONDITIONS
OF USE**

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INTRODUCTION

These *Conditions of Use* are applicable to all operators and users at the Airport.

OPERATIVE PART

DEFINITIONS AND INTERPRETATION

1 In this Agreement unless the context otherwise requires:

“Aerodrome

Emergency Response
Plan”

means the manual that forms part of the Airport's documentation, which prescribes the procedures for the preparation, response and recovery in regards to *Airport* emergencies as amended from time to time.

“Aerodrome

Operations Manual” means the relevant components of the Airport's manual regarding the operations of the Airport as amended, as made available or otherwise provided to you, from time to time.

“Aerodrome Safety
Management
System”

means the Safety Management System for the *Airport*, which maintains a system for safety management in accordance with Part 100 of the Civil Aviation Rules.

“Aircraft”

means any aircraft, including fixed wing and rotary wing, and including helicopters.

“Airport”

means Westport Airport, Westport, New Zealand.

“Airside”

means

- (a) That part of the *Airport* which is used for the surface movement of *Aircraft*, which includes the *Apron*; *and*
- (b) Any other areas designated as such by us in accordance with any relevant *Legislation*.

“Apron”

means that part of the *Airport* used to accommodate *Aircraft* for the purpose of loading or unloading passengers and cargo, refuelling, parking and maintenance.

“Authority”

means and includes every governmental, local, territorial and statutory body which has legal authority

	pursuant to <i>Legislation</i> from time to time in relation to the <i>Airport</i> or which provides a service at the <i>Airport</i> .
"BDC"	means Buller District Council.
"Business Day"	means every day except Saturdays, Sundays or a public holiday in Buller.
"Certificate of Registration"	means for an <i>Aircraft</i> , the certificate of registration.
"Facilities and Services"	means <i>our</i> facilities and services as set out in Schedule 2 in respect of the <i>Airport</i> (as applicable), except to the extent that those facilities are provided to <i>you</i> under a separate contract, lease, license or other authority from <i>us</i> .
"General Aviation"	means any air operation other than <i>Regular Air Transport Operations</i> .
"Ground Handling Agent"	means an operator licensed by <i>us</i> to provide <i>Ground Handling Services</i> at the <i>Airport</i> in accordance with <i>our</i> standard ground handling licence requirements.
"Ground Handling Services"	means ground handling services at the <i>Airport</i> , being those services that are listed in Annex A of the IATA standard ground handling agreement, dated January 2018 or such later edition as may be approved by <i>us</i> and notified to licensed ground handlers from time to time.
"GST"	means any goods and services tax levied under the Goods and Services Tax Act 1985.
"IATA"	means the International Air Transport Association.
"Legislation"	means all Acts of Parliament, regulations, rules, orders, by-laws, ordinances and any other order, or directions of any <i>Authority</i> .
"MCTOW"	means for an aircraft the lower of its maximum certified take-off weight as specified by the manufacturer (or as

	approved by the Civil Aviation Authority) and the maximum authorised operating weight as specified by us.
“Our Equipment”	means any equipment (including without limitation counters) supplied by us under these <i>Conditions of Use</i> but does not include the terminal equipment supplied by the airline, aircraft operator or <i>Ground Handling Agent</i> .
“Personnel”	includes an employee, officer, agent or contractor of either party as the case may be, and anyone else under the control or direction of such party (other than a passenger or a member of the public).
“Regular Air Transport Operations”	means a flight forming part of a series of flights performed by aircraft for the transport of passengers, cargo, or mail between the Airport and one or more points in New Zealand or in any other country or territory, where the flights are so regular and frequent as to constitute a systematic service, whether or not in accordance with a published timetable, and which are operated in such a manner that each flight is open to use by members of the public.
“WAA”	means Westport Airport Authority
“We or us or ours”	means Westport Airport Authority and includes our successors and assigns.
“Website”	means our world wide web page at the URL https://bullerdc.govt.nz/airport/
“You or yours”	means, in the case of <i>Regular Air Transport Operations</i> aircraft, the holder of the air operator certificate at the time our <i>Facilities and Services</i> at the Airport are used or in the case of <i>General Aviation</i> and other non- <i>Regular Air Transport Operations</i> aircraft, the person identified as “Owner” in the movement request form or if no one

is identified the holder of the *Certificate of Registration* at the times our *Facilities and Services* at the *Airport* are used and includes your executors, administrators, successors and assigns.

- 2 Unless the context otherwise requires, a reference to:
 - 2.1 a document agreement, or a provision of a document or agreement, is to that document, agreement or provision as amended, supplemented, replaces or novated;
 - 2.2 anything (including a right, obligation or concept) includes each part of it;
 - 2.3 "include" (in any form) or "such as" when introducing a list of items does not limit the meaning of the words to which the list relates to those items or to items of a similar kind;
 - 2.4 the singular includes the plural and the plural the singular; and
 - 2.5 a party or a body is a reference to that party's or body's successor or permitted assign;
 - 2.6 headings are used in these *Conditions of Use* for convenience only and do not affect the interpretation of these *Conditions of Use*;
 - 2.7 references to money and currency are references to New Zealand currency unless otherwise specified and are exclusive of GST unless otherwise specified;
 - 2.8 the word "person" includes any individual, company, corporation, corporation sole, trust, firm, partnership, joint venture, syndicate, Authority and any other entity or association of persons whether incorporated or unincorporated..
- 3 If you are, at any time, made up of more than one person, then an obligation is joint and several and a right is held by each of those persons separately, so that (for example) a representation, warranty or undertaking is given by each of them separately.

CONDITIONS OF USE

- 4 These *Conditions of Use* set out the terms and conditions under which you may use our *Airport* and the *Facilities and Services* at the *Airport*. By using the *Airport* or *Facilities and Services* you agree to be bound by these *Conditions of Use*, as amended from time to time in accordance with clause 6.
- 5 These *Conditions of Use* take effect from 1 May 2021 and continue in force until we replace or waive them.

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- 6 We may change, replace or waive any of these Conditions of Use (including the charges at Schedule 3) at any time;
- 6.1 by giving at least 30 days prior written notice of the change, replacement or waiver;
 - 6.2 by entering into a variation agreement in writing; or
 - 6.3 with immediate effect if,
 - (a) a change to legislation occurs;
 - (b) a mandatory direction is issued by any *Authority*; or
 - (c) to give effect to any specific corrective or preventative action in relation to hazards, to the extent necessary to give effect to such legislative change, direction or action; and
 - 6.4 these *Conditions of Use* will also be deemed to be varied to the extent necessary to give effect to any restrictions, instructions, directions or orders published from time to time in the New Zealand Aeronautical Information Publication.

USING OUR FACILITIES AND SERVICES

- 7 When using our *Facilities and Services* at the *Airport*, you must comply with:
- 7.1 all *Legislation*;
 - 7.2 these *Conditions of Use*;
 - 7.3 the *Airport Operations Manual*;
 - 7.4 the *Airport Emergency Response Plan*;
 - 7.5 all directions related to pavement restrictions;
 - 7.6 local flying restrictions;
 - 7.7 noise management procedures and or regulations in place from time to time by the relevant *Authority*; and
 - 7.8 other conditions, instructions, orders, procedures and directions issued by us which are necessary for the safe or efficient day to day operation of activities at the *Airport*.
- 8 You must not do anything that puts us in breach of any *Legislation* or in contravention of a direction by an *Authority*.
- 9 In the event of an inconsistency between these *Conditions of Use* and any *Legislation*, the *Legislation* will prevail. In the event of an inconsistency between these *Conditions of Use* and any written agreement we have

entered into with you, the provisions of such agreement will prevail to the extent of any inconsistency.

ACKNOWLEDGEMENTS

- 10 You acknowledge and accept that:
- 10.1 use of the *Facilities and Services* is subject to the demands of all users of the *Airport*, space constraints and *Airport* planning requirements;
 - 10.2 you will not in any manner obstruct or cause interference to the movement of equipment owned, leased, licensed and operated by other users at the *Airport*;
 - 10.3 we have the sole right to determine, in our absolute discretion having regard to all circumstances we consider relevant, the priority of use of the *Airport* or, subject to any other specific agreement between us and you, any parts of the *Airport* by you and others;
 - 10.4 you have read and understood our *Airport Operations Manual*;
 - 10.5 we are not responsible for the security of aircraft or your other property;
 - 10.6 we may verify aircraft movements by means including, but not limited to:
 - (a) Recorded radio calls;
 - (b) ADS-B data; and
 - (c) CCTV recordings
 - 10.7 CCTV surveillance at the *Airport* may be used by us in connection with the operation of the *Airport*;
 - 10.8 we are a joint venture operation between *BDC* and the Ministry of Transport (on behalf of the Crown) with management and control of the *Airport* vested in *BDC* and that nothing in these *Conditions of Use* operates as:
 - (a) an exercise of any administrative discretion by or on behalf of *BDC* or the Crown to issue any consent or permission; or as a representation that any consent or permission will be granted; and
 - 10.9 you have read and agree to be bound by *BDC*'s privacy policy.

EXCLUDED SERVICES

- 11 For the avoidance of doubt, the *Facilities and Services* we provide do not include the following:
- 11.1 Air traffic services;
 - 11.2 Air Navigation Services;
 - 11.3 Meteorological Services;
 - 11.4 Engineering Services;
 - 11.5 Hangar Facilities; and
 - 11.6 Biosecurity Waste Disposal.
- 12 Our charges do not include fees for these services or fees for things we provide outside the scope of these *Conditions of Use*.

INFORMATION WE REQUIRE BEFORE YOU USE OUR FACILITIES AND SERVICES

- 13 If you conduct *Regular Air Transport Operations* at the *Airport* you must provide us with all the information listed in Schedule 6.
- 14 You must provide us with details of any changes made to information described in clause 13 within 30 days of such change.
- 15 For non-*Regular Air Transport Operations* and *General Aviation* operations with aircraft that exceed 5700kg MCTOW, you must submit a movement request to us by hand or via email prior to operating. We or our nominated schedule facilitator will review the request and allocate a parking position if the movement can be facilitated.

CHARGES

- 16 If you operate an aircraft at the *Airport*, then you must pay us the charges for using our *Facilities and Services* which, subject to any written agreement to the contrary, are calculated in accordance with Schedule 3 .
- 17 The first of a session of movements is charged at the Landing fee rate, subsequent movements in a continuous series of 'Touch and Go' or 'Go around' are not charged.
- 18 We will take all steps that are reasonable in the circumstances to maintain the confidentiality of any information that we collect, which you advise in writing is commercially sensitive, subject to the following:
- 18.1 we may use the information for the purpose of *Airport* capacity planning and forecasting (including disclosing the information to our professional advisers on a confidential basis for this purpose);

- 18.2 we may use the information for aggregation into 'total aircraft movement' data for the *Airport*, which we may disclose into the public domain; and
- 18.3 we may disclose the information if we obtain your consent to do so in writing, or if we are required to do so by law.

- 19 The charges for using our *Facilities and Services* at the Airport:
- 19.1 accrue from day to day; and
 - 19.2 are payable in New Zealand dollars.
 - 19.3 Subject to clause 24 to 27 you must pay the charges shown on the invoice as owing within the time stated for payment in the invoice by one of the methods shown in the invoice.
- 20 In the event that further costs are incurred by us on account of your operations, we reserve the right to include such further costs in the charges payable by you which must be paid in accordance with clause 19 above.

GST

- 21 Unless otherwise indicated, all consideration for a supply under these *Conditions of Use* is quoted exclusive of GST imposed on the supply.
- 22 If GST is imposed on a supply under these *Conditions of Use*, the recipient of the supply on receipt of a tax invoice will on request pay to the supplier an additional amount equal to the GST imposed on the supply.
- 23 GST applicable to the charges must be paid at the same time the charges are paid under these *Conditions of Use*.

LATE PAYMENTS AND NON-PAYMENT

- 24 If you do not pay any amount you owe us that is not the subject of a dispute within the period specified in clause 19, we may without prejudice to any other remedies, do any one or more of the following (without limiting any other remedies we may have):
- 24.1 charge you interest on the amount payable from and including the day the amount becomes payable to and including the day you pay the amount, at the rate of 18% per annum, capitalising on the first day of each calendar month;
 - 24.2 refuse to allow any or all of your aircraft to use our *Facilities and Services* at the *Airport*;
 - 24.3 require payment in one or more instalments of outstanding amounts as a condition of your further use of the *Facilities and Services*;
 - 24.4 use any reasonable means to detain any of your aircraft until you have paid all due charges and interest provided that:
 - (a) we have first sought to recover any outstanding charges from you; and

- (b) we have given you 5 *Business Days*' notice in writing either during or after the expiry of the time period specified in clause 19.3 above, that we intend to do this;
- 24.5 commence proceedings against you for all money due and payable in which case you must pay all our costs, including legal fees, on a full indemnity basis; and
- 24.6 exercise our rights under any bond or security provided by you or provided on your behalf.
- 25 In the event we detain your aircraft, the following apply:
- 25.1 you will meet any storage costs which are recoverable as if they were outstanding charges under clause 24; and
- 25.2 we will not be responsible for any damage or defects or diminution in value however caused to the aircraft during the detainment period.
- 26 If you notify us in writing, in accordance with the procedure set out in clause 52 to 55 , that you dispute any charge shown in an invoice within 14 *Business Days* of receiving that invoice, and in our opinion you have grounds to dispute it, then the parties will use reasonable endeavours to negotiate a resolution to the dispute, provided that:
- 26.1 if you do not dispute any amount shown in an invoice within 14 *Business Days* of receiving that invoice, you cannot thereafter dispute that amount; and
- 26.2 any undisputed amounts, or portions, are to be paid within the time specified in clause 19.3.
- 27 Unless we give you express written consent you are not permitted to make any set-off against or deduction from any amount payable.

INFORMATION GENERALLY

- 28 You can contact us at the address and by any of the means set out in Schedule 1.
- 29 We prefer to receive information electronically where possible. You must let us know as soon as practicable if there is any change to the information given to us.
- 30 The following details are available from us on request:
- 30.1 *Aerodrome Operations Manual*;
- 30.2 *Aerodrome Emergency Response Plan* and associated procedures;
- 30.3 *Aerodrome Safety Management System* and

- 30.4 which of our *Facilities and Services* at the *Airport* are available for you to use.
- 31 If we provide you with information and ask that you hold it on a secure basis and only disclose it to authorised persons, you must comply with our request.

AIRPORT CLOSED OR SERVICES UNAVAILABLE

- 32 We will endeavour to keep our *Facilities or Services* at the *Airport* available for you to use, however we may limit, restrict or prevent your access or use of the *Airport* or any *Facilities or Services* at any time where we consider necessary:
- 32.1 for operational purposes;
- 32.2 for maintenance purposes;
- 32.3 for development purposes;
- 32.4 for special events;
- 32.5 in the event of any circumstances beyond our reasonable control;
or
- 32.6 where we are required to do so by any *Legislation*.
- 33 To the extent reasonably practicable, we will endeavour to notify you before we make any service or facility at the *Airport* unavailable and we will use our reasonable endeavours to identify alternative facilities and services which might be available for use by you. Any use by you of such alternative facilities and services is at your sole discretion. You acknowledge that, in doing so we will balance all the needs of affected parties so far as we reasonably can.

GROUND HANDLING

- 34 We can provide *Ground Handling Services* for your aircraft, subject to negotiation and a minimum of 5 *Business Days*' notice in writing.
- 35 We may require you to nominate a licensed *Ground Handling Agent(s)* for the provision of *Ground Handling Services* for your aircraft at the *Airport*.
- 36 Any person or company that provides *Ground Handling Services* to your aircraft at the *Airport*, must be approved by us.

MOVING AIRCRAFT

- 37 We may (subject to air traffic clearances and any operational guidelines issued by us for the use of our *Facilities and Services*) direct you to, at your cost and within a specified time, being a period that in all the relevant circumstances we consider reasonable in our sole discretion:

- 37.1 move an aircraft to another position at the *Airport*; or
 - 37.2 remove an aircraft from the *Airport*.
- 38 If you do not comply with an order within the specified time, and provided we have made all reasonable efforts to contact you, we may move or remove the aircraft in accordance with the procedures at Schedule 5 and:
- 38.1 you must pay our reasonable costs of having the aircraft moved or removed and any costs incurred by us as a result of having the aircraft moved or removed which are recoverable as if they were outstanding charges under clause 24; and
 - 38.2 you are liable and you indemnify us, our officers, employees and agents against any personal injury, death, loss or damage caused or contributed by your failure to comply with our order.

BREACH OF THESE CONDITIONS OF USE

- 39 In addition to clause 24, we may, subject to our obligations under any *Legislation*, give you 5 *Business Days*' notice in writing not to use our *Facilities and Services* at the *Airport* if you do not comply with these *Conditions of Use*.
- 40 If you do not comply with any of the requirements set out in clause 7 to 9, we may give you notice in writing requiring you to comply with the relevant obligation or stop using the *Facilities and Services* immediately and refuse to allow you, or limit access to the *Airport* or any *Facilities and Services*.
- 41 We may stop you from using our *Facilities and Services* at the *Airport* if you do not comply with any notice given to you by us pursuant to clauses 39 to 42.
- 42 Nothing in clauses 39 to 42 limits our right to take any other action that may be available to us, including our right to seek injunctive relief without notice to stop you using the *Airport* or our *Facilities and Services*.

LIABILITY AND INDEMNITIES

- 43 You will be liable for and indemnify us, our employees, officers, agents and contractors against:
- 43.1 any damage caused to our property or the property of any other person at the *Airport*; and
 - 43.2 any costs we incur in detaining your aircraft;

- 43.3 any claim for personal injury or death to employees of ours or any other person at the *Airport*;
- 43.4 any loss of use of property in connection with damage, injury, death or loss referred to in 43.1 or 43.3 of this clause 43,
- arising wholly or in part by reason of any act or omission by you or your employees, officers or agents, or a related body corporate of yours, or its employees, officers or agents.
- 44 You agree that we are not liable for, and to the full extent permitted by law you release us, our employees, officers, agents and contractors from all liability in connection with:
- 44.1 damage caused to any aircraft, its load, equipment or other property of yours, your crew or passengers at the *Airport*; or
- 44.2 claims for personal injury or death to your employees, air or ground crew, contractors or passengers at the *Airport*;
- 44.3 any loss of use of property in connection with damage, injury or death referred to in clause 44.1 or 44.2, or
- 44.4 subject to clause 48, any breach of any warranty, representation, obligation or other provision of these *Conditions of Use* by us,
- unless, and then only to the extent, caused by our gross negligence, wilful default or fraud.
- 45 You agree that we are not liable for, and to the full extent permitted by law you release us, our employees, officers, agents and contractors from all liability in connection with:
- 45.1 any loss you suffer, or any person claiming through you suffers, as a result of closure of the *Airport* or any part of it or as a result of any of the *Facilities and Services* being unavailable;
- 45.2 any loss you suffer, or any person claiming through you suffers, as a result of delays in the movement or scheduling of aircraft; and
- 45.3 any indirect, special or consequential loss in connection with the use or the closure of the *Airport* or any part of it referred to in 45.1 or 45.2 of this clause 45.
- 46 You indemnify and hold us harmless against all claims, actions, losses and expenses of any nature which we may suffer or incur or for which we may become liable in respect of or arising out of a breach by you of any *Legislation*.

WARRANTIES AND CONDITIONS

- 47 Subject to clause 48 we do not make any representation or

warranty in connection with the use of the *Airport* or the *Facilities and Services*.

48 If a warranty or condition is implied under any *Legislation* in connection with the goods and services we provide and it can be excluded, we exclude to the maximum extent possible and if we cannot exclude it, then our liability for breach of that warranty or condition is limited to:

48.1 in the case of goods, one or more of the following:

- (a) the replacement of the goods or the supply of equivalent goods;
- (b) the repair of the goods;
- (c) the payment of the cost of replacing the goods or of acquiring equivalent goods; or
- (d) the payment of the cost of having the goods repaired,

48.2 in the case of services, one or more of the following:

- (a) the supplying of the services again; or
- (b) the payment of the cost of having the services supplied again.

49 You acknowledge that any goods or services supplied by us are for business purposes and that the provisions of the Consumer Guarantees Act 1993 do not apply.

INSURANCE

50 You must at all times have and maintain current insurance in accordance with the minimum insurance requirements set out in Schedule 4. These minimum requirements are not a limit of your liability but merely the reasonable minimum amount of insurance we require you to maintain.

51 You must upon request produce evidence to our reasonable satisfaction of the insurance required under clause 50.

DISPUTE RESOLUTION

52 A party claiming a dispute arising out of, relating to or in connection with these *Conditions of Use* must give written notice to the other party at its address for service, specifying the nature of the dispute.

53 The parties will first endeavour to resolve any dispute arising under these *Conditions of Use* by agreement.

54 If agreement cannot be reached within 14 *Business Days* of notification of the dispute under clause 52, either party may seek to initiate mediation by giving written notice to the other.

- 55 Mediators should be agreed upon by the parties, but if the parties cannot agree on one within 7 *Business Days* after the mediation has been initiated, the mediator will be appointed by the Chair for the time being of Resolution Institute.
- 56 If agreement cannot be reached under clause 53 and each party has notified the other party that they do not intend to initiate mediation under clause 54 either party may resort to alternative dispute resolution procedures including but not limited to, litigation or arbitration.

MISCELLANEOUS

- 57 These *Conditions of Use* constitute an agreement between the parties as to its subject matter.
- 58 These *Conditions of Use* are to be governed by and construed in accordance with the laws of New Zealand. Both parties irrevocably and unconditionally agree that the Courts of New Zealand have jurisdiction to hear and determine any proceedings brought in relation to these *Conditions of Use*.
- 59 These *Conditions of Use* do not create any lease, tenancy or interest in the *Facilities and Services at the Airport*.
- 60 No failure by us to exercise any rights constitutes any waiver of our rights under these *Conditions of Use*.
- 61 The invalidity or unenforceability of any provision within these *Conditions of Use* will not affect the validity or enforceability of any one or more of the other provisions within these *Conditions of Use*.

SCHEDULE 1

CONTACT INFORMATION**Address for service of notices on BDC:****By post:**

Westport Airport Manager
Westport Airport Authority
6 – 8 Brougham Street
Westport 7825
New Zealand

By e-mail:

admin@westportairport.co.nz

By telephone:

+64 (3) 280 8636 or 0272076742

SCHEDULE 2

FACILITIES AND SERVICES

Westport Airport - Airside movement facilities and services

- Airside grounds, runways, taxiways and Aprons, and associated markings
- Airside safety as prescribed in our Airport Operations Manual
- Aircraft parking areas
- Wind direction indicators
- Information published in the Aeronautical Information Publication New Zealand

Westport Airport – Non Airside facilities and services

- Landside roads, landside lighting, landside car parks (CCTV operating.)
- Terminal building – open during scheduled flight operations only (see website.)
- Hertz Rentals – contact Hertz
- Tea and Coffee, vending machine snacks (cash only.)
- To confirm the use of these Facilities and Services, please contact WAA prior to arrival or departure.

SCHEDULE 3

SCHEDULE OF CHARGES FOR ALL AIRCRAFT AT WESTPORT AIRPORT

Subject to written agreement to the contrary, the following charges apply to the use of *Facilities and Services* by all aircraft at the Airport.

Landing Charge – All Aircraft (Westport Airport)

Refer to Westport Airport Landing Charges located at <https://bullerdc.govt.nz/wp-content/uploads/2019/09/Westport-Airport-Landing-Charges.pdf>

Aircraft Parking Charge (Westport Airport)

There are no aircraft parking fees in force at the present time, however, the WAA reserves the right to introduce these in the future should that be considered appropriate.

For the purposes of this Schedule 3, “designated aircraft parking area” means an aircraft parking area owned, leased or managed by WAA other than an aircraft parking area which is subject to a current lease or license granted by WAA.

SCHEDULE 4

MINIMUM PUBLIC LIABILITY INSURANCE REQUIREMENTS

- 1 You must maintain insurance with a minimum single limit for third party liability for any one accident/incident occurrence being of no less than:
- | | | |
|-----|-----------------------------|-----------------|
| 1.1 | 2,000 kg MCTOW or less | NZD\$1,000,000 |
| 1.2 | 2,001 kg – 10,000 kg MCTOW | NZD\$2,000,000 |
| 1.3 | 10,001 kg – 28,000 kg MCTOW | NZD\$28,000,000 |
| 1.4 | 28,001 kg MCTOW and greater | NZD\$50,000,000 |

SCHEDULE 5

PROCEDURE FOR MOVING/REMOVING AIRCRAFT BY WAA

In the event that we are required to move/remove an aircraft as a result of failure by you to comply with an order issued to you under these *Conditions of Use*:

- 1 We will, where applicable, follow procedures for the recovery of disabled aircraft in the most practicable and safe manner possible at the time.
- 2 In other circumstances, we will provide you with as much notice as is, in all the circumstances, reasonably practicable:
 - 2.1 that we intend to move/remove the aircraft;
 - 2.2 of the proposed location to which the aircraft is to be relocated;
 - 2.3 of the means by which we intend to move/remove the aircraft; and
 - 2.4 of any conditions which may apply to the recovery of the aircraft.
- 3 In the event that the notice referred to in clause 2 above is not practicable, we will notify you as soon as reasonably practical that:
 - 3.1 we have moved/removed the aircraft;
 - 3.2 the location to which the aircraft has been moved; and
 - 3.3 any conditions which may apply to your recovery of the aircraft.

SCHEDULE 6

INFORMATION REQUIRED PRIOR TO USE

- 1 Your name, address and contact details;
- 2 Evidence that you have and maintain relevant Civil Aviation Rule Part Certification requirements of the Civil Aviation Authority;
- 3 Reasonable evidence that you have emergency procedures that comply with the *Airport* emergency requirements and applicable laws;
- 4 Certification confirming that you have in place a safety management system to ensure the health, safety and welfare of all persons you may affect your operations at the *Airport*;
- 5 The names, addresses, telephone numbers, email addresses and all other contact details of your key *Personnel* we can contact any time about emergencies, security, operational or financial matters in connection with the use of the *Airport*.
- 6 Evidence of insurance policies you hold that are consistent with the requirements of Schedule 4 and confirmation that these policies will remain current at all times when you are using the *Facilities and Services* at the *Airport*;
- 7 Ground handling arrangements;
- 8 Arrangements for the removal of disabled aircraft; and
- 9 Details of the type, registration and MCTOW of each aircraft, which you intend to use at the *Airport*.

SCHEDULE 7

SCHEDULE OF AMENDMENTS

Version	Effective Date	Nature of Amendment
Version 1.0	1 April 2021	New Issue.