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**UNITED KINGDOM  
CIVIL AVIATION AUTHORITY**

**Official Record Series 6 Part 1**

**Airports - Economic Regulation**

**Date: 22 April 2009**

**Application for Permission to Levy Airport Charges**

All communications regarding content of this document should be addressed to:

Civil Aviation Authority

Economic Regulation Group

CAA House

45-59 Kingsway

London WC2B 6TE

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This notice should be read in conjunction with the relevant legislation, in particular:

**For airports other than those in Northern Ireland-**

The Airports Act 1986, Part IV and sections 73 and 82

The Civil Aviation Authority (Economic Regulation of Airports) Regulations 1986

**For airports in Northern Ireland-**

The Airports (Northern Ireland) Order 1994, Part I and Part IV

The Civil Aviation Authority (Economic Regulation of Airports) (Northern Ireland) Regulations 1995

**INFORMATION REQUIRED BY AIRPORTS COVERED BY THE AIRPORTS ACT 1986**

1. The Authority, in pursuance of its powers under section 38(2) of the Airports Act 1986, hereby specifies the particulars which must be included in applications made by applicants for the grant of a permission:

- (a) the name and address of the airport to which a permission is to relate;
  - (b) the name, company registration number and address of the registered office and the principal office in the United Kingdom (if different) of the airport operator (as defined in section 82(1) of the Act)
  - (c) the name, company registration number and address of the registered office and the principal office in the United Kingdom (if different) of the airport owner (if different from the airport operator);
  - (d) in respect of the company owning the airport, the names of its shareholders, and the class and number of shares held (save that individual shareholdings of less than 10% of the total number of shares need not be disclosed);
  - (e) if the company owning the airport is not the airport operator and is a subsidiary of another company, the name and address of the parent company and any ultimate holding company and of any other subsidiaries of the parent company or ultimate holding company;
  - (f) if the company owning the airport is not the airport operator, the names and addresses of any subsidiary companies of the airport operator;
  - (g) the names and addresses of the registered offices of any associated companies (as defined in section 82(4) of the Act) of the airport operator, showing in respect of each whether it is engaged in 'relevant activities' as defined in section 36(1) of the Act or in 'operational activities' as defined in section 30(4);
  - (h) the names of any other airports managed by the airport operator, or which are owned either by the same person or by members of the same group of companies;
  - (i) the names and positions of the principal executive officers of the airport operator; and
  - (j) a copy of the most recently available audited annual accounts for the airport in question and details of the turnover at the airport for each of the last three years ending on 31 March.
2. All applications are to be made on from AP1. These forms are obtainable on the CAA's website or from the Civil Aviation Authority, Economic Regulation Group, CAA House, 45-59 Kingsway, London, WC2B 6TE.

## **PUBLICATION**

3. Except in cases to which the proviso in Regulation 7(1) of the Civil Aviation Authority (Economic Regulation of Airports) Regulations 1986 applies, details of applications will be published by the Authority in its Official Record Series 6 - Part 2. A copy of every application is available for inspection by any person at the offices of the Authority at 45-59 Kingsway, London, WC2B 6TE.

## **INFORMATION REQUIRED BY AIRPORTS COVERED BY THE AIRPORTS (NORTHERN IRELAND) ORDER 1994**

4. The Authority, in pursuance of its powers under Article 29(2) of the Airports (Northern Ireland) Order 1994 hereby specifies the particulars which must be included in applications made by applicants for the grant of a permission:
  - (a) the name and address of the airport to which a permission is to relate;
  - (b) the name, company registration number and address of the registered office and the principal office in the United Kingdom (if different) of the airport operator (as defined in Article 2(2) of the Order) ;
  - (c) the name, company registration number and address of the registered office and the principal office in the United Kingdom (if different) of the airport owner (if different from the airport operator);
  - (d) in respect of the company owning the airport, the names of its shareholders, and the class and number of shares held (save that individual shareholdings of less than 10% of the total number of shares need not be disclosed);
  - (e) if the company owning the airport is not the airport operator and is a subsidiary of another company, the name and address of the parent company and any ultimate holding company and of any other subsidiaries of the parent company or ultimate holding company;
  - (f) if the company owning the airport is not the airport operator, the names and addresses of any subsidiary companies of the airport operator;
  - (g) the names and addresses of the registered offices of any associated companies (as defined in article 27(5) of the Order ) of the airport operator, showing in respect of each whether it is engaged in 'relevant activities' or in 'operational activities' as defined in article 27(1) of the Order;
  - (h) the names of any other airports managed by the airport operator, or which are owned either by the same person or by members of the same group of companies;
  - (i) the names and positions of the principal executive officers of the airport operator; and
  - (j) a copy of the most recently available audited annual accounts for the airport in question and details of the turnover at the airport for each of the last three years ending on 31 March.
5. All applications are to be made on form AP2. These forms are obtainable on the CAA's website or from the Civil Aviation Authority, Economic Regulation Group, CAA House, 45-59 Kingsway, London, WC2B 6TE.

## **PUBLICATION**

6. Except in cases to which the proviso in Regulation 7(1) of the Civil Aviation Authority (Economic Regulation of Airports) (Northern Ireland) Regulations 1995 applies, details of applications will be published by the Authority in its Official Record Series 6 - Part 2. A copy of every application is available for inspection by any person at the offices of the Authority at 45-59 Kingsway, London, WC2B 6TE.

**CHARGES**

7. There is no separate charge in respect of applications for permissions to levy airport charges. However, once a permission to levy airport charges has been granted, the airport concerned may be subject to a charge for economic regulation. This charge is currently levied on a per arriving passenger basis. Further details may be found in the CAA's Official Record Series 5.