



LIMAK KOSOVO INT'L AIRPORT J.S.C.

PRISTINA INTERNATIONAL AIRPORT
"ADEM JASHARI"

INCENTIVE PROGRAM 2018 – 2020

(25 March 2018 – 28 March 2020)

ARTICLE 1: OBJECTIVE

The objective of the Incentive Program is to offer support to current airlines using airport services and to new entrants intending to use services at Pristina International Airport "Adem Jashari" (PIA), with aim to increase traffic movement and operational efficiency in full compliance with the related regulations of Civil Aviation Authority of the Republic of Kosovo and the Public Private Partnership Agreement signed between Republic of Kosovo and Limak Kosovo International Airport JSC (LKIA).

The products and conditions of the Incentive which will be implemented at Pristina International Airport "Adem Jashari" are defined by this Program which is subject to the applicable charge policy.

ARTICLE 2: SCOPE OF THE INCENTIVE PROGRAM

The Incentive Program will be implemented starting from IATA Summer Season 2018 for all new direct services, it applies to the following incentive products:

- The New Route Development Incentive;
- The New Frequency/ies Incentive;
- The High Traffic Volume Incentive;
- The Fixed Base Operation Support Incentive;
- The Off-Peak Time Support Incentive;
- The Marketing Support Incentive;
- The Limited Ground Handling Services;

ARTICLE 3: BENEFICIARIES

The incentive program is directed toward all commercial airlines, without any discrimination, to those operating or intends to begin operations at Pristina International Airport "Adem Jashari" and which fulfils all the requirements and criteria described in this Program. All airlines and airport users can benefit from the program.

ARTICLE 4: VALIDITY

The LKIA Incentive Program is effective from 25 March 2018 until 28 March 2020, unless otherwise advised by LKIA.

To benefit from Incentive Program airlines must apply within effective period.

ARTICLE 5: INCENTIVE PRODUCTS

5.1. THE NEW ROUTE DEVELOPMENT INCENTIVE

The purpose of this incentive program is to stimulate routes to destinations which are not served directly from Pristina International Airport "Adem Jashari" (PIA), by sharing as LKIA the financial risk taken by the airlines when setting up the new routes.

The conditions to fulfill are:

- a) Commercial air connection to an airport, which has not been served by direct flights in last 12 months prior to the application,
- b) Airlines resuming service to an already terminated destination, will be eligible for taking support for this product only if the air services resume 12 months after the destination was terminated.
- c) For the purpose of this Program, flights have to be operated by aircraft with a Maximum Take-off Weight more than 21.000 kg (twenty-one thousand kilograms).
- d) The route has to be operated non-stop, i.e. no transfers via other airports. Route with a technical stop, where no revenue passengers leave or embark the flight, is considered as a non-stop route.
- e) Airlines shall fulfil the 90% of frequency requirements for a new destination and operate at least two (2) frequencies per week.
- f) The flights shall be performed for at least 2 consecutive IATA seasons or year-round services.

Incentive Scheme for NEW ROUTE DEVELOPMENT

If an airline introduces a route to a new destination served at PIA, following incentive will be applied:

YEAR	1	2
DISCOUNT ON LANDING FEE	100%	100%

5.2. THE NEW FREQUENCY/IES INCENTIVE

The aim of this incentive is to encourage the airlines to plan new frequency/ies at PIA, by implementing financial support for each new flight which will be operated to/from Pristina International Airport "Adem Jashari".

New frequency/ies launched by airlines to currently served destinations or new destinations will be compared as per IATA equivalent seasons, summer vs summer and winter vs winter season or equivalent period of the previous year.

The conditions for being eligible:

- a. The airline applying for the New Frequency/ies Incentive has to add at least 1 (one) new weekly frequency to any of the existing destinations or to a new destination, compared to the previous equivalent IATA season or equivalent period of the previous year.
- b. If the carrier reduces the frequencies to a particular destination in previous year will not be entitled to gain support from the incentive if in next year those frequencies will resume.
- c. For the purpose of this Program, flights have to be operated by aircraft with a Maximum Take-off Weight more than 21.000 kg (twenty-one thousand kilograms).
- d. The route has to be operated non-stop and an airline must operate 90% of flights as per confirmed schedule by LKIA schedule facilitator.
- e. The flights shall be performed for at least 2 consecutive IATA seasons or year-round services.

Incentive Scheme for NEW FREQUENCY/IES

The applied incentive to airlines introducing additional or new frequencies is:

YEAR	1
DISCOUNT ON LANDING FEE	100%

5.3. THE HIGH TRAFFIC VOLUME INCENTIVE

The aim of this incentive is to encourage the airlines to increase their existing traffic volume in PIA and encouraging new airlines to start operating at PIA with a high volume of traffic by implementing direct financial support for each departing passenger for the volume of traffic which is above the specified range mentioned below.

Eligibility conditions:

- a) The airline applying for the High Traffic Volume Incentive has to have at least 25.000 Departure Passenger in total at PIA for the calendar year 2018 or in 2019.
- b) Airlines will be eligible for this product only if they have increase in number of departing passengers compared to previous year.

Incentive Scheme for the HIGH TRAFFIC VOLUME

Each airline having more than 25.000 departing passenger in PIA during the calendar year of 2018 or in 2019, shall have the following financial support for each departure passenger:

For The Departing Passenger Interval	Financial Support To Be Provided
0-25.000 PAX	€ 0,00
25.001-50.000 PAX	€ 0,50
50.001-75.000 PAX	€ 1.00
75.001 – 100.000 PAX	€ 1.50
100.001-200.000 PAX	€ 2,00
200.001-300.000 PAX	€ 3,00
300.001-500.000 PAX	€ 5,00

*Example below provides calculations if an airline is having **350.000** departing passenger, it would benefit a High Traffic Volume Incentive amounting **825.000 EUR.***

12,500 EUR for the interval 25.001-50.000 PAX (25,000 x 0.5 EUR);
 25.000 EUR for the interval 50.001-75.000 PAX (25,000 x 1 EUR);
 37.500 EUR for the interval 75.001-100.000 PAX (25,000 x 1.5 EUR);
 200.000 EUR for the interval 100.001-200.000 PAX (100,000 x 2 EUR);
 300.000 EUR for the interval 200.001-300.000 PAX (100,000 x 3 EUR) and
 250.000 EUR for the 50.000 PAX from 300.001-500.000 PAX Interval (50,000 x 5 EUR);

5.4. THE FIXED BASE OPERATION SUPPORT INCENTIVE

The aim of this program is to support airlines who will base at least 1 (one) aircraft and operate flights from/to Pristina International Airport "Adem Jashari".

Eligibility conditions are:

- a) This incentive is only valid for carriers which operate scheduled flights from/to Pristina International Airport "Adem Jashari".
- b) The carrier shall use PRN as a base airport for at least one of the Carrier's aircraft among those of the same type and the same capacity listed on the Fixed Base Operation application form provided to LKIA. The carrier shall take an approval of LKIA as a Fixed Base operator and submit the Airworthiness document to the related aircraft.
- c) The based aircraft shall use PRN for overnight stay and carrier has to start its morning operations from Pristina International Airport.
- d) For the purpose of this Program, flights have to be operated by aircraft with a Maximum Take-off Weight more than 21.000 kg (twenty-one thousand kilograms).
- e) The carrier shall have at least 500 turnarounds per year from PRN with the based aircraft.
- f) Upgrades on seat capacity or change of aircraft type for maintenance or technical reasons without downgrade on seat capacity will be acceptable.

Incentive Scheme for FIXED BASE OPERATION

YEAR	1	2
DISCOUNT ON PARKING FEE	100%	100%
DISCOUNT FOR 20SQM TECHNIC OFFICE AREA IN AIRSIDE	100%	100%

Note:

The following incentive product: Discount on Ground Handling (GH) Package by 20% for flights operated during Off Peak Hours of airport would offer lots of benefit for operations with aircraft based at PRN, especially by combining several incentive products.

5.5. THE OFF-PEAK TIME SUPPORT INCENTIVE

This incentive has the purpose to encourage the airlines to use the airport on our free Arrival/Departure times, to balance utilization of resources and to maintain the high level of service based on IATA.

The conditions are:

- a) In order to apply for the Off-Peak Time Support, all the conditions stipulated in Article 5.1 "The New Route Development Incentive" and/or Article. 5.2 "The New Frequency/ies Incentive" have to be satisfied.
- b) The flights of carrier aiming to benefit of this Incentive must be operated between the time interval shown below (Times are in UTC):

For IATA Winter Season;

For D1, D2 and D4: all day

For D3, D5 and D7: Between 19:00 to 23:59

For IATA Summer Season;

For D1: Between 08:00 to 23:59

For D2: All day

For D3: Between 14:30 to 17:00

For D4: Between 08:00 to 23:59

For D5: Between 11:00 to 15:30

For D7: Between 14:00 to 23:59

- c) All the flights which will be a subject to this incentive must be approved before the related IATA season by the Schedule Facilitator of Limak Kosovo International Airport.
- d) The flexibility on schedule deviation on Arrival/Departure times shall be – 15 min to STA and +15 min from STD. Delays caused due operational performance of airport, bad weather conditions or other external factors are not counted.
- e) Approval of applications for this product is subject to airport capacity which has been calculated and followed based on IATA Service Level C. The priority will be applied as per submitted applications by airlines.

Incentive Scheme for OFF-PEAK TIME

DISCOUNT on Ground Handling Package (per Turnaround) 20%

5.6. THE MARKETING SUPPORT INCENTIVE

This option of the incentive program has the purpose of supporting the airlines on their plans to add new destinations or new frequencies at PIA by giving a lump sum marketing incentive amount.

Conditions:

In order to apply for the Marketing Support on the Development of New Route or New Frequency/ies, all the conditions stipulated in Article. 5.1. "Conditions for the New Route Development Incentive" or Article 5.2. "Conditions for the New Frequency/ies Incentive" have to be satisfied.

Incentive Scheme for MARKETING SUPPORT

If an airline introduces a new route or adds new frequency/ies, based on the submission of the related documents (copy of realized advertisement, invoice and contract with related Media Agency etc.) evidencing the marketing expenses made for the promotion of that new route or new frequency/ies, the following marketing support will be provided:

Marketing Support Incentive for New Route:

YEAR	1	2
Financial Support	30,000 EUR	30,000 EUR

Marketing Support Incentive for adding New Frequency/ies:

YEAR	1
Financial Support	30,000 EUR

In case of several new frequencies to the same destination, the above-mentioned amount of 30,000 EUR remains the same.

5.7. LIMITED GROUND HANDLING SERVICE INCENTIVE

The purpose of this New incentive product is to stimulate new air services to be offered from/to Pristina International Airport "Adem Jashari" (PIA) via reduction of the cargo handling services.

The product will be part of current incentive program and will be applicable to airlines who fulfill the following conditions and criteria;

- a)** An airline, who aims to benefit from this product must have continuous growth on number of performed flights and/or passenger traffic carried in the last 3 years' period in the aviation industry.
- b)** To benefit from this product, the flights of an airline shall be performed by offering transport only for passengers and their personal Baggage. To avoid any misunderstanding, "Personal Baggage" means no mail, no cargo, no other goods than passenger baggage is carried. Airline must continue to have operation via carrying only passenger baggage.
- c)** Airline aiming to be eligible for this product must enter in contractual agreement with Limak Kosovo International Airport, and in request of Limak is obliged to provide bank guarantee letter for the total amount of the discount they would be eligible by this program.
- d)** An airline who wants to use this incentive scheme, must not have any financial or contractual issue with LKIA in the past.
- e)** An airline who wants to benefit through this program, must agree that there will be no cabin cleaning services, no cargo loading/offloading, no ULD loading/offloading, no mail loading/offloading, no COMAIL carrying and none of the any other services related with cargo.
- f)** An airline shall add minimum one (1) new route or two (2) additional frequencies on any of already served destinations by the airline per each IATA season consecutively to be eligible for support by this incentive product.
- g)** Every new route (s) of airline, which was not served at PRN in the last 4 (four) IATA seasons, will be qualified as a new route for Prishtina International Airport "Adem Jashari".
- h)** Additional frequency-ies are considered all new flights which are offered only to the destinations which have 6 or less than 6 turnarounds in a week, with

reference based on operations by the other air carriers during previous equivalent IATA Season.

- i) New route (s) or additional frequencies must be performed minimum 2 times weekly.
- j) To be eligible for this product the existing operating airlines shall continue to perform all air services operated before this incentive product and keep growing phases as per projections of this product. Any downgrade on air services will result on losing the eligibility to be part of incentive scheme.
- k) In case of development at once of more than one New route or more than two additional frequencies the discount applied through this product will be distributed over consecutive IATA seasons in proportion with developed new routes or additional frequencies and with reference to minimum fulfilled criteria per IATA season. To avoid doubts, air carrier may start to fly more than 1 new route and/or 2 additional frequencies immediately. In that case, every new route – twice a week and/or every additional frequency-ies – twice a week will create an IATA season being eligible to use benefits of this incentive scheme.
- l) In case of low performance of new routes or additional frequencies, an airline would have an opportunity to replace these flights with the any other new route or additional frequencies with the same number of turnarounds in a week. The change of request must be officially written to the LKIA by an airline at least 60 days before change will take place.
- m) The program of “Limited Ground Handling Service Incentive” may continue as long as an airline has fulfilled the terms of scheme and with reference the validity of current incentive program of Pristina International Airport.
- n) For this Program, flights must be operated by aircraft with a Maximum Take-off Weight more than 50.000 kg (fifty thousand kilograms).
- o) The route has to be operated non-stop, i.e. no transfers via other airports. Route with a technical stop, where no revenue passengers leave or embark the flight, is considered as a non-stop route.
- p) An airline shall fulfil the **90%** of frequency requirements for a new route and additional frequencies. Any cancellation will be subject to proof of reason which must be submit by an airline to LKIA. Whenever an airline stops any of the flights or reduces the number of flights in their operation, this incentive scheme will be stopped immediately

- q) An airline who shall have the benefit of this scheme will not be able to use “Off Peak Time Support” incentive. All other incentive products of LKIA Incentive Program 2018-2020 except product “Off Peak Time Support” will be valid within their specific terms and can be used and combined with “Limited Ground Handling Service Incentive”.

Incentive Scheme for LIMITED GROUND HANDLING INCENTIVE

DISCOUNT on Ground Handling Package: 50 %

ARTICLE 6: GENERAL TERMS AND CONDITIONS`

1. In order to benefit from this incentive scheme, an agreement shall be concluded between Limak Kosovo Intl. Airport J.S.C. and the airline concerned. In this agreement the conditions for the refund of a certain incentive are defined.
2. The final settlement shall be made according to an agreement with the airline.
3. An airline shall not have a legal claim to concluding an incentive agreement. However, for reasons of competition regulations all airlines will be treated equally according to the stipulated provisions
4. With regard to code-sharing flights, only the operating carrier is eligible. The decisive factor therefore will be the flight number (no marketing carrier).
5. LKIA has the right to non-enforcement of the incentive program if an airline does not follow defined conditions.
6. LKIA has the right to make the final decision whether an airline is eligible for an incentive or not.
7. LKIA reserves the right to review and amend the incentive scheme at any time.
8. The total incentive amount to be applied to an airline will be calculated at the end of each IATA season based on the realization figures. In order to have the timely confirmation, the airlines will perform the quarterly reconciliations which confirm the traffic numbers and the outstanding balance with LKIA.

9. The new connections, the additional frequencies and their schedules included in the operating program must have their schedule approved by the Schedule Facilitator.
10. The Traffic Form is a document that supports the entire process of this program, in particular for the purpose of monitoring the airline and certifying the number of Air Traffic Movement.
11. This incentive program is new and if any unclear situations regarding the calculations arise, LKIA reserves the right to develop additional regulations to ensure achievement of the overall purpose of this program.
12. The 90 % of the scheduled frequencies (as defined in the contract) have to be operated. Rebates shall not be paid for missed/delayed flights until the percentage reach %10. More than 10 percent missed/delayed flights shall be the subject of cancellation for whole incentive product/program.

ARTICLE 7: FINAL DECISION IN REGARD TO GRANTING OF THE INCENTIVE

The final decision concerning the eligibility of an airline for this incentive program is a solely responsibility of the LKIA. LKIA reserves the right, at any moment, to refuse or suspend granting an incentive in the following cases:

- When the airline does not ensure the prompt payment of any outstanding invoices to LKIA;
- When the PIA capacity has been reached or is at saturation point, Airport suspends the valid incentive program for the new airlines which will apply to the incentive program.

Besides, LKIA reserves the right at any moment, to refuse, suspend or change the structure of granting an incentive with a prior notice period of 60 days.

ARTICLE 8: DECISION

1. LKIA will analyze the submitted application and will reach a final decision within a period of 15 working days after having received the application.
2. The final decision will be announced to the applicant via registered mail or fax, with confirmation upon reception, to the applicant's head office or to the address stated on the Application Form.

3. If the application and its flight plan are approved, the announcement mentioned in Article 8.2 will include an initial estimate of the incentive amount to be granted.
4. The reception of LKIA's final decision by the terms of this article and the Application Form submitted do formalize the mutual acceptance of the conditions determined in this program.
5. Final agreement (Decision) for incentive program will be in a contract form in between LKIA and airline that apply.

ARTICLE 9: PAYMENT OF THE INCENTIVE

1. The incentive calculated and approved by the terms of this program will be paid through a deduction from the LKIA receivable amount from the airline company at the end of year-round operations or two consecutive IATA seasons, based on the credit note to be issued by LKIA.
2. The payment of the incentive will always depend on previous validation, that the airline complied with the operations planned on the Application Form and approved by LKIA, and also that at least 90% of the previously approved schedule for the period in question were actually used.

ARTICLE 10: SPECIAL CONDITIONS

1. After approval of the application for incentive, the parties will sign a written agreement that regulates the specific conditions of the incentive and that will include at least the following information:
 - Duration of the application;
 - Operating plan;
 - Initial estimate of the incentive amount, calculated in accordance with the proposed operating plan;
 - Method and deadline for granting the incentive.
2. Any changes to the conditions initially established for granting the incentive shall be duly amended and become an integral part of the document mentioned in Article 8.1.

ARTICLE 11 : SUPERVISION

The Program will be monitored and controlled based on the detailed plan outlining the series of operations covered by the incentive, as well as on the traffic forms mentioned in article 6.10.

5.7. LIMITED GROUND HANDLING SERVICE INCENTIVE

The purpose of this New incentive product is to stimulate new air services to be offered from/to Prishtina International Airport "Adem Jashari" (PIA) via reduction of the cargo handling services.

The product will be part of current incentive program and will be applicable to airlines who fulfill the following conditions and criteria;

- a)** An airline, who aims to benefit from this product must have continuous growth on number of performed flights and/or passenger traffic carried in the last 3 years' period in the aviation industry.
- b)** To benefit from this product, the flights of an airline shall be performed by offering transport only for passengers and their personal Baggage. To avoid any misunderstanding, "Personal Baggage" means no mail, no cargo, no other goods than passenger baggage is carried. Airline must continue to have operation via carrying only passenger baggage.
- c)** Airline aiming to be eligible for this product must enter in contractual agreement with Limak Kosovo International Airport, and in request of Limak is obliged to provide bank guarantee letter for the total amount of the discount they would be eligible by this program.
- d)** An airline who wants to use this incentive scheme, must not have any financial or contractual issue with LKIA in the past.
- e)** An airline who wants to benefit through this program, must agree that there will be no cabin cleaning services, no cargo loading/offloading, no ULD loading/offloading, no mail loading/offloading, no COMAIL carrying and none of the any other services related with cargo.
- f)** An airline shall add minimum one (1) new route or two (2) additional frequencies on any of already served destinations by the airline per each IATA season consecutively to be eligible for support by this incentive product.
- g)** Every new route (s) of airline, which was not served at PRN in the last 4 (four) IATA seasons, will be qualified as a new route for Prishtina International Airport "Adem Jashari".
- h)** Additional frequency-ies are considered all new flights which are offered only to the destinations which have 6 or less than 6 turnarounds in a week, with reference based on operations by the other air carriers during previous equivalent IATA Season.
- i)** New route (s) or additional frequencies must be performed minimum 2 times weekly.

- j) To be eligible for this product the existing operating airlines shall continue to perform all air services operated before this incentive product and keep growing phases as per projections of this product. Any downgrade on air services will result on losing the eligibility to be part of incentive scheme.
- k) In case of development at once of more than one New route or more than two additional frequencies the discount applied through this product will be distributed over consecutive IATA seasons in proportion with developed new routes or additional frequencies and with reference to minimum fulfilled criteria per IATA season. To avoid doubts, air carrier may start to fly more than 1 new route and/or 2 additional frequencies immediately. In that case, every new route – twice a week and/or every additional frequency-ies – twice a week will create an IATA season being eligible to use benefits of this incentive scheme.
- l) In case of low performance of new routes or additional frequencies, an airline would have an opportunity to replace these flights with the any other new route or additional frequencies with the same number of turnarounds in a week. The change of request must be officially written to the LKIA by an airline at least 60 days before change will take place.
- m) The program of “Limited Ground Handling Service Incentive” may continue as long as an airline has fulfilled the terms of scheme and with reference the validity of current incentive program of Pristina International Airport.
- n) For this Program, flights must be operated by aircraft with a Maximum Take-off Weight more than 50.000 kg (fifty thousand kilograms).
- o) The route has to be operated non-stop, i.e. no transfers via other airports. Route with a technical stop, where no revenue passengers leave or embark the flight, is considered as a non-stop route.
- p) An airline shall fulfil the **90%** of frequency requirements for a new route and additional frequencies. Any cancellation will be subject to proof of reason which must be submit by an airline to LKIA. Whenever an airline stops any of the flights or reduces the number of flights in their operation, this incentive scheme will be stopped immediately
- q) An airline who shall have the benefit of this scheme will not be able to use “Off Peak Time Support” incentive. All other incentive products of LKIA Incentive Program 2016-2018 except product “Off Peak Time Support” will be valid within their specific terms and can be used and combined with “Limited Ground Handling Service Incentive”.

Incentive Scheme for LIMITED GROUND HANDLING SERVICE INCENTIVE

DISCOUNT ON GH Package: 50%



LIMAK KOSOVO INTERNATIONAL AIRPORT J.S.C

**PRISTINA INTERNATIONAL AIRPORT
"ADEM JASHARI"**

INCENTIVE PROGRAM 2018-2020

APPLICATION FORM

Incentive Type

Please check appropriate

<input type="checkbox"/> New Route Development Incentive
<input type="checkbox"/> New Frequency Incentive
<input type="checkbox"/> High Traffic Volume Incentive
<input type="checkbox"/> Fixed Base Operation Support Incentive
<input type="checkbox"/> Off-Peak Time Support Incentive
<input type="checkbox"/> Marketing Support Incentive
<input type="checkbox"/> Limited Ground Handling Service Incentive

Company Details

Registered Company Name:	
Trading Name (if different):	
ICAO/IATA Airline Code:	
Registered Business Address:
Postcode/Zipcode:	Country:
Postal Address: (If different to the Registered Business Address)
Postcode/Zipcode:	Country:
Physical Address of your Principle Place of Business:
Postcode/Zipcode:	Country:

Contact Person

Name & Surname:
Title:
E-mail:
Phone:

Aircraft Data

Manufacturer: Type/Model: Registration: MTOW
Manufacturer: Type/Model: Registration: MTOW
Manufacturer: Type/Model: Registration: MTOW
Manufacturer: Type/Model: Registration: MTOW
Manufacturer: Type/Model: Registration: MTOW

Flights Subject to Incentive

Departure Airport	Arrival Airport	Effective Date	Aircraft Type	Time of Arrival (UTC)	Time of Departure (UTC)	Days of Operation (1-7)

Additional Remarks:

Supporting Documentation

- 1) Business Registration Certificate and list of shareholders.
- 2) Standard Ground Handling Agreement.
- 3) Authorization Certificate.
- 4) Aircraft Registration Certificates.
- 5) Carrier are required to report any changes of aircraft type and/or Series at least 30 days in advance during the 12/24 month incentive period.

Declaration

The undersigned applies for the incentive program pursuant to Limak Kosovo International Airport JSC published incentive program 2018-2020, on behalf of the organization identified below. Further, the undersigned certifies that the facts in this application are complete and correct and that any attached documents are true copies.

Carrier: _____

Name&Surname: _____

Title: _____

Signature: _____

Date: _____

Evaluation

Evaluated By:	Date:
Comments	
.....	
.....	
<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected
Signed By: Title: CEO	Date: Signature:

The application form shall be send to:

incentive@limakkosovo.aero