

# CHARGES GUIDE

# Miscellaneous



Effective from January 4, 2025.



CHARGES GUIDE 2025

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# CHARGES GUIDE

# Miscellaneous

**Lisbon** Airport

Porto Airport

Faro Airport

Beja Civil Terminal

Azores Airports

Madeira Airports

## CHARGES GUIDE 2025

## Lisbon Airport

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## OPERATING AREAS

## APRON EQUIPMENT

Freight Elevator (per 1/2 hour)	51.00 €
Loader, electric (electric lift) - (per hour)	29.20 €
Loaders, diesel, Genie Z80/60 (per hour)	103.60 €
Loaders, Bio-powered, diesel and electric, Genie Z45 (per hour)	70.40 €

## FOLLOW ME | AMBULANCE | OTHER EQUIPMENT

Follow-me (per 1/2 hour)	24.50 €
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## CLEANING | WASHING | FIRE FIGHTING PREVENTION

Cleaning and Spill Management (per 15 minutes or part thereof)	211.40 €
Individualised Fire Fighting Prevention (per service)	177.90 €
Waste discharge/abandonment inside airport perimeter	203.80 €

## TRANSPORT VEHICLES

Transport of Light/Mixed Passenger - Plane/Airport Terminal or vice versa per 1/2 hour or part thereof	53.10 €
Heavy Vehicle Transport / Passenger - per hour	201.80 €
Heavy Vehicle Transport - Cargo - per hour	110.50 €

## LICENCES FOR ACCESS, CIRCULATION AND DRIVING OF AIRSIDE VEHICLES | INSPECTIONS

## Airside Vehicle Access and Circulation Licence - Issue/Renewal/2nd copy/one-off

Electric self-propelled vehicles/equipment	73.80 €
Self-propelled diesel or gasoline vehicles/equipment	147.60 €
Airside Vehicle Driving Licence - Issue/Renewal/2nd copy	38.00 €
Vehicle Inspection - Light	53.00 €
Vehicle Inspection - Light Towable	29.60 €
Vehicle Inspection - Heavy	65.40 €
Vehicle Inspection - Heavy Towable	53.00 €

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### Lisbon Airport

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Vehicle Inspection - Simple trailer and other accessories	12.20 €
Vehicle Inspection - Reinspections	29.00 €
Vehicle Inspection - Surcharge for travelling outside scheduled dates	1 456.60 €
<b>CONSUMPTIONS</b>	
<b>Water Supply Charge (per m<sup>3</sup>)</b>	
Structural cost	1.08 €
Acquisition cost	Cost price
<b>Hot Water Supply Charge (per m<sup>3</sup>)</b>	
Structural cost	1.08 €
Acquisition cost	Cost price
Heating cost	4.96 €
<b>Electricity Supply Charge</b>	
<b>Power Charge (per kVA)</b>	
Acquisition cost	Cost price
<b>Consumption charge (per kWh)</b>	
Structural cost	0.0450 €
Acquisition cost	Cost price
Network access	Cost price
<b>Gas Supply Charge</b>	+10% Cost price
<b>Fuel Supply <sup>1</sup></b>	Market Price
<b>Communications</b>	+10% Cost price

**NOTE** In relation to electricity and water cost, the change of the rate value is an arithmetic and instrumental operation, not requiring the adoption of an autonomous and administrative procedure to update it.

<sup>1</sup> Volume discounts may apply depending on the number of litres supplied

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### Lisbon Airport

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#### TELECOMMUNICATIONS

**NOTE** The application of the telecoms services listed is subject to availability at each airport.

#### DATA SERVICES

Installation

Monthly Fee

##### Internet Access - ANA ISP

Basic Internet (1 Equipment)	86.80 €	44.00 €
Internet Access 20/20Mbps	189.00 €	127.90 €
Internet Access 50/50Mbps	189.00 €	177.90 €
Internet Access 100/100Mbps	189.00 €	222.40 €

##### Internet Access - External ISP

VLAN Connection to External ISP 10/10 Mbps	129.00 €	86.50 €
VLAN Connection to External ISP 100/100 Mbps	129.00 €	122.10 €
VLAN Connection to External ISP 1 Gbps	129.00 €	193.50 €
VLAN Connection to External ISP QinQ (VLAN Tagged)	129.00 €	219.00 €
VLAN Connection - Between Airport Rentals (stores or offices)	129.00 €	219.00 €

##### Local Area Network (LAN)

Data Access point (cable)	64.50 €	26.60 €
Data Access point (Wi-Fi)	64.50 €	26.60 €
Wi-Fi Office Access (Dedicated SSID)	101.90 €	117.20 €
Passive Data Access	66.80 €	30.80 €

#### VOICE SERVICES

Installation

Monthly Fee

##### Voice Access

PABX Voice Access (Internal Access)	63.10 €	10.90 €
PABX Voice Access (External Access)	63.10 €	21.90 €
DDI (Direct Dial In) Access from public network through a number	- €	3.40 €



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Voice Equipment	Installation	Monthly Fee
Telephone Type 1 (Analog)	- €	1.30 €
Telephone Type 2 (Analog with display)	- €	5.30 €
Telephone Type 3 (Digital with display)	- €	14.30 €
Telephone Type 4 (Mobile - Internal only)	- €	28.70 €
<b>TELEVISION SERVICES</b>		
	Installation	Monthly Fee
<b>TV</b>		
TV Base	97.90 €	34.40 €
Sport TV (additional to the TV Base)	- €	30.10 €
TV Eleven Sports (additional to the TV Base)	- €	18.10 €
<b>SUPPORT SERVICES</b>		
	Installation	Monthly Fee
<b>(CUPPS/CUSS/BRS/HBD/SBD)</b>		
CUPPS Workstation	65.80 €	105.80 €
CUSS - Baggage Tag/unit	- €	0.032 €
CUSS - Boarding Pass/unit	- €	0.011 €
HBD/SBD - Baggage Heavy Tag/unit	- €	0.032 €
HBD/SBD - Baggage Receipt/unit	- €	0.011 €
HBD/SBD - Baggage Pass/unit	- €	0.011 €
DCP: Document Printer	- €	52.20 €
ATB/BTP: Airline Ticket and Boarding Pass Printer	- €	38.30 €
MSR: Magnetic Swipe Reader Keyboard	- €	21.70 €
<b>INFRASTRUCUTRE SERVICES</b>		
	Installation	Monthly Fee
<b>Circuit - Copper (per pair)</b>		
Point to Point copper connection (inside terminal building)	61.20 €	16.70 €
Point to Point copper connection (between buildings)	121.10 €	21.70 €



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	Installation	Monthly Fee
<b>Circuit - Fiber Optic (per pair)</b>		
Point to Point fiber connection (inside terminal building) (per 100m)	164.60 €	61.50 €
Point to Point fiber connection (between buildings) (per 100m)	366.90 €	61.50 €
<b>Underground ICT Infrastructures</b>		Monthly Fee
ANA Infrastructures (per cable and 100m) <sup>2</sup>		23.30 €
Own Infrastructures (per cable and 100m) <sup>2</sup>		27.90 €
<b>TRUNKING SERVICES</b>	Installation	Monthly Fee
<b>Trunking Services</b>		
Trunking - Equipment	889.40 €	31.20 €
Trunking Service - Network Access	- €	33.40 €
<b>HOUSING SERVICES</b>	Installation	Monthly Fee
<b>Data center ANA</b>		
Housing - Data Center ANA - (42 U) - Full Rack	- €	889.40 €
Housing - Data Center ANA - (1 U) - Shared Rack	- €	55.60 €
<b>OPERATIONAL APPLICATIONS</b>	Installation	Monthly Fee
<b>Operational Information</b>		
Operational Information (Schedules and Infrastructures)	- €	69.30 €
Operational Information (Web service - broker)	- €	769.50 €
<b>Flight Information</b>		
Flight Information (FIDS) 40" Monitor	222.40 €	133.40 €
Flight Information (FIDS) 55" Monitor <sup>5</sup>	222.40 €	166.80 €
<b>SUPPORT SERVICES AND ICT TECHNICAL SUPPORT</b>		
<b>Work permit licensing</b>		
Work permits on ANA underground infrastructure licensing		405.30 €

<sup>2</sup> The Service Providers may claim exemption from these occupancy rates under Decree No 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".



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#### ICT Technician Support Service (Airport Campus located infrastructures)

(in interventions on external infrastructures located within the airport perimeter)

Regular Schedule (Working days from 08:00 to 18:00) (per hour)

34.40 €

Outside Regular Schedule (per hour)

83.40 €

Radio spectrum monitoring service at the terminal

333.50 €

#### OTHER ICT SERVICES

Other service not included in this commercial charges portfolio

Upon budget request

#### OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA

##### Use of ANA Underground infrastructures

Type 1 Cable <= 15 mm diameter - (100m fractions per cable)

12.00 €

Type 2 Cable > 15 mm diameter (100m fractions per cable)

24.10 €

##### Own Infrastructures Usage at ANA underground

Infrastructure Type I - external diameter <= 100 mm

13.00 €

Infrastructure Type II - external diameter > 100 mm and <= 200mm

21.70 €

Infrastructure Type III - external diameter > 200 mm

28.90 €

**NOTE** The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport. Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.

#### EQUIPMENT AND SUPPORT SERVICES

##### EQUIPMENT

Mobile Desk - Welcome Desk (p/ day) (8 hours)

632.60 €

Mobile Desk - Welcome Desk (p/ hour or part thereof)

63.30 €

Mobile Desk of one's own - Welcome Desk (p/ day) (8 hours)

441.80 €

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Mobile Desk of one's own - Welcome Desk (p/ hour or part thereof)	45.20 €
Explosive Trace Detector - per flight	284.30 €
Dedicated   exclusive utilization of charging point for electric vehicles (PCVE. 3.7kW), per month. per place <sup>3</sup>	40.10 €
Dedicated   exclusive utilization of charging point for electric vehicles (PCVE. 7.4kW), per month. per place <sup>3</sup>	50.40 €
<b>TRAINING (VAT EXEMPT)</b>	
Basic Safety Training (per person)	40.00 €
Certified Driver Training (per person)	40.00 €
Security Training (per person)	40.00 €
Fire Safety Prevention Training (minimum 6 people)	39.00 €
Practical airside driving test	27.80 €
Safety Training - Repeat Test	11.80 €
Security Training - Repeat Test	11.80 €
Issue of second copies of security certificates: Safety or Security	11.70 €
Certified driver training in manoeuvring area and R/T TETRA communications, in-person (per person)	107.50 €
Practical driver test in manoeuvring area and R/T TETRA communications (per person)	53.80 €
Certified driver training in manoeuvring area and R/T TETRA communications, in-person / Renewal	53.80 €
Practical driver test in manoeuvring area and R/T TETRA communications, in person - repetition / rescheduling (per person)	32.30 €
<b>PHOTOGRAPHY AND FILMING</b>	
<b>Public Areas</b>	
Photography and Filming (per hour)	298.00 €
<b>Terminal and Aerodrome Restricted Areas (Airside)</b>	
Photography and Filming (per hour)	410.00 €

<sup>3</sup> When available and to which energy consumption costs are added.

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### Lisbon Airport

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#### ROOMS | DIGNITARIES ROOMS

##### Rooms (Terminal)

Open Spaces - In Passenger Terminal (m2/Hour)	5.70 €
Rooms - per two hours or part thereof	305.60 €
Rooms - per day (8 hours)	1 527.90 €

##### Rooms (other buildings)

Rooms - per two hours or part thereof	33.40 €
Rooms - per day	266.80 €

##### Dignitaries Rooms

Dignitary (up to 4 passengers)	865.90 €
Additional per accompanying person	51.00 €

**NOTE** For space/room rentals for more than a month, an occupation license contract is required - please contact Extra Aviation Department.

#### CIP SERVICES

CIP Schengen Service (a) <sup>4</sup>	152.90 €
CIP Non Schengen Service (a) <sup>4</sup>	210.90 €
CIP Service Large Groups (between 40 to 80 people. charter flight departures / arrivals). per passenger	73.80 €
CIP Services - CIPSTAR Assistance - up to 2 persons	881.10 €
CIP Service - CIPSTAR Assistance - Accompanying persons	305.60 €

#### OTHER SERVICES

Staff Services (per hour)	69.50 €
Staff Services - Specialised Monitoring (per hour)	104.20 €
Staff Services-. Maintenance Services Provided by Third Parties	+20% P.C.
Staff Services - Supply of Articles and Materials	+20% P.C.

<sup>4</sup> Volume discounts may be applied depending on the number of assisted passengers CIP Service Dedicated accompaniment plus use of dedicated rooms or lounges plus transportation or dedicated accompaniment until the aircraft CIP Schengen Service Service to passengers with Schengen destinations. CIP Non-Schengen Service Service including circulation in Non-Schengen airport areas CIPSTAR Service Private Aviation exclusive service.

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#### Daytime Baggage Service (From 07h to 19h59)

Baggage Service p/pax (1 to 3 bags)	33.40 €
Baggage transport Service (for 5 bags or part)	16.70 €
Baggage transport Service (for 5 bags with measures greater than 30x57x79 cm)	38.80 €

#### Night-time Baggage Service (From 20h to 6h59)

Baggage Service p/pax (1 to 3 bags)	53.40 €
Baggage transport Service (for 5 bags or part)	26.70 €
Baggage transport Service (for 5 bags with measures greater than 30x57x79 cm)	60.20 €
Shower (VAT included)	17.70 €

#### ACCESS CARDS

One-off Access Cards - Airlines and Services licensed for Handling Services <sup>5</sup>	4.00 €
One-off Access Cards - Other Entities <sup>5</sup>	10.50 €
Permanent Access Cards (1 or 3 years) - 1st Copy / Renewal (with access control)	33.80 €
Permanent Access Cards (1 or 3 years) - 2nd copy	40.80 €

#### LOST AND FOUND

Administrative services and logistics for goods shipping	25.50 €
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#### BAGGAGE STORAGE (VAT INCLUDED)

Lockers (maximum usage limit, per locker of 72 hours)

##### Small

To close (up to 3 hours)	3.00 €
Adittional to open (up to 24 hours)	7.00 €
Adittional to open (up to 48 hours)	12.00 €
Adittional to open (up to 72 hours)	36.00 €

##### Medium

To close (up to 3 hours)	5.00 €
Adittional to open (up to 24 hours)	9.00 €

<sup>5</sup> Includes application and respective process at ANA.



## CHARGES GUIDE 2025

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Adittional to open (up to 48 hours)	16.00 €
Adittional to open (up to 72 hours)	38.00 €
<b>Large</b>	
To close (up to 3 hours)	8.00 €
Adittional to open (up to 24 hours)	14.00 €
Adittional to open (up to 48 hours)	26.00 €
Adittional to open (up to 72 hours)	48.00 €
<b>Extra Large</b>	
To close (up to 3 hours)	12.00 €
Adittional to open (up to 24 hours)	20.00 €
Adittional to open (up to 48 hours)	34.00 €
Adittional to open (up to 72 hours)	56.00 €
<b>Surf</b>	
To close (up to 3 hours)	12.00 €
Adittional to open (up to 24 hours)	20.00 €
Adittional to open (up to 48 hours)	34.00 €
Adittional to open (up to 72 hours)	56.00 €
Receipt Loss	37.00 €
Additional for overextending maximum period of usage allowed (per day, per locker)	21.00 €
<b>FAST TRACK (VAT included) <sup>6</sup></b>	
Exclusive access to security control, on a dedicated channel - online	11.00 €
Exclusive access to security control, on a dedicated channel - kiosks	12.00 €

<sup>6</sup> Commercial agreements can be established with airlines.

# CHARGES GUIDE

# Miscellaneous

Lisbon Airport

**Porto** Airport

Faro Airport

Beja Civil Terminal

Azores Airports

Madeira Airports



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## Porto Airport

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**OPERATING AREAS****FOLLOW ME | AMBULANCE | OTHER EQUIPMENT**

Follow-me (per 1/2 hour)

24.50 €

**CLEANING | WASHING | FIRE FIGHTING PREVENTION**

Cleaning and Spill Management (per 15 minutes or part thereof)

211.40 €

Individualised Fire Fighting Prevention (per service)

177.90 €

Waste discharge/abandonment inside airport perimeter

203.80 €

**TRANSPORT VEHICLES**

Transport of Light/Mixed Passenger - Plane/Airport Terminal or vice versa per 1/2 hour or part thereof

53.10 €

Heavy Vehicle Transport / Passenger - per hour

201.80 €

**LICENCES FOR ACCESS, CIRCULATION AND DRIVING OF AIRSIDE VEHICLES | INSPECTIONS****Airside Vehicle Access and Circulation Licence - Issue/Renewal/2nd copy/one-off**

Electric self-propelled vehicles/equipment

24.30 €

Self-propelled diesel or gasoline vehicles/equipment

48.50 €

Airside Vehicle Driving Licence - Issue/Renewal/2nd copy

38.00 €

Vehicle Inspection - Light

53.00 €

Vehicle Inspection - Light Towable

29.60 €

Vehicle Inspection - Heavy

65.40 €

Vehicle Inspection - Heavy Towable

53.00 €

Vehicle Inspection - Simple trailer and other accessories

12.20 €

Vehicle Inspection - Reinspections

29.00 €

Vehicle Inspection - Surcharge for travelling outside scheduled dates

1456.60 €



## CHARGES GUIDE 2025

## Porto Airport

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**CONSUMPTIONS****Water supply (p/ m3)**

Structural cost

1.08 €

Acquisition cost

M.P.

**Hot water supply (p/ m3)**

Structural cost

1.08 €

Acquisition cost

M.P.

Heating cost

4.96 €

**Electricity supply**

Power (p/ kVA)

Acquisition cost

M.P.

Consumption (p/ kWh)

Structural cost

0.0450 €

Acquisition cost

M.P.

Network access

M.P.

Gas supply

+10% M.P.

Fuel supply <sup>1</sup>

M.P.

Communications

+10% M.P.

**NOTE** In relation to electricity and water cost, the change of the rate value is an arithmetic and instrumental operation, not requiring the adoption of an autonomous and administrative procedure to update it.

<sup>1</sup> Volume discounts may be applied depending on the number of supplied liters.



## CHARGES GUIDE 2025

## Porto Airport 3 / 9

## TELECOMUNICAÇÕES

**NOTE** The application of the telecoms services listed is subject to availability at each airport.

## DATA SERVICES

Installation

Monthly Fee

## Internet Access - ANA ISP

Basic Internet (1 Equipment)	86.80 €	44.00 €
Internet Access 20/20Mbps	189.00 €	127.90 €
Internet Access 50/50Mbps	189.00 €	177.90 €
Internet Access 100/100Mbps	189.00 €	222.40 €

## Internet Access - External ISP

VLAN Connection to External ISP 10/10 Mbps	129.00 €	86.50 €
VLAN Connection to External ISP 100/100 Mbps	129.00 €	122.10 €
VLAN Connection to External ISP 1 Gbps	129.00 €	193.50 €
VLAN Connection to External ISP QinQ (VLAN Tagged)	129.00 €	219.00 €
VLAN Connection - Between Airport Rentals (stores or offices)	129.00 €	219.00 €

## Local Area Network (LAN)

Data Access point (cable)	64.50 €	26.60 €
Data Access point (Wi-Fi)	64.50 €	26.60 €
Wi-Fi Office Access (Dedicated SSID)	101.90 €	117.20 €
Passive Data Access	66.80 €	30.80 €

## VOICE SERVICES

Installation

Monthly Fee

## Voice Access

PABX Voice Access (Internal Access)	63.10 €	10.90 €
PABX Voice Access (External Access)	63.10 €	21.90 €
DDI (Direct Dial In) Access from public network through a number	- €	3.40 €

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Voice Equipment	Installation	Monthly Fee
Telephone Type 1 (Analog)	- €	1.30 €
Telephone Type 2 (Analog with display)	- €	5.30 €
Telephone Type 3 (Digital with display)	- €	14.30 €
Telephone Type 4 (Mobile - Internal only)	- €	28.70 €
<b>TELEVISION SERVICES</b>		
	Installation	Monthly Fee
<b>TV</b>		
TV Base	97.90 €	34.40 €
Sport TV (additional to the TV Base)	- €	30.10 €
TV Eleven Sports (additional to the TV Base)	- €	18.10 €
<b>SUPPORT SERVICES</b>		
	Installation	Monthly Fee
<b>(CUPPS/CUSS/BRS/HBD/SBD)</b>		
CUPPS Workstation	65.80 €	105.80 €
CUSS - Baggage Tag/unit	- €	0.032 €
CUSS - Boarding Pass/unit	- €	0.011 €
HBD/SBD - Baggage Heavy Tag/unit	- €	0.032 €
HBD/SBD - Baggage Receipt/unit	- €	0.011 €
HBD/SBD - Baggage Pass/unit	- €	0.011 €
DCP: Document Printer	- €	52.20 €
ATB/BTP: Airline Ticket and Boarding Pass Printer	- €	38.30 €
MSR: Magnetic Swipe Reader Keyboard	- €	21.70 €
<b>INFRASTRUCTURE SERVICES</b>		
	Installation	Monthly Fee
<b>Circuit - Copper (per pair)</b>		
Point to Point copper connection (inside terminal building)	61.20 €	16.70 €
Point to Point copper connection (between buildings)	121.10 €	21.70 €

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Circuit - Fiber Optic (per pair)	Installation	Monthly Fee
Point to Point fiber connection (inside terminal building) (per 100m)	164.60 €	61.50 €
Point to Point fiber connection (between buildings) (per 100m)	366.90 €	61.50 €
<b>Underground ICT Infrastructures</b>		Monthly Fee
ANA Infrastructures (per cable and 100m) <sup>2</sup>		23.30 €
Own Infrastructures (per cable and 100m) <sup>2</sup>		27.90 €
<b>TRUNKING SERVICES</b>	Installation	Monthly Fee
<b>Trunking Services</b>		
Trunking - Equipment	889.40 €	31.20 €
Trunking Service - Network Access	- €	33.40 €
<b>HOUSING SERVICES</b>	Installation	Monthly Fee
<b>Data center ANA</b>		
Housing - Data Center ANA - (42 U) - Full Rack	- €	889.40 €
Housing - Data Center ANA - (1 U) - Shared Rack	- €	55.60 €
<b>OPERATIONAL APPLICATIONS</b>	Installation	Monthly Fee
<b>Operational Information</b>		
Operational Information (Schedules and Infrastructures)	- €	69.30 €
Operational Information (Web service - broker)	- €	769.50 €
<b>Flight Information</b>		
Flight Information (FIDS) 40" Monitor	222.40 €	133.40 €
Flight Information (FIDS) 55" Monitor	222.40 €	166.80 €
<b>SUPPORT SERVICES AND ICT TECHNICAL SUPPORT</b>		
<b>Work permit licensing</b>		
Work permits on ANA underground infrastructure licensing		405.30 €

<sup>2</sup> The Service Providers may claim exemption from these occupancy rates under Decree No 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".

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### Porto Airport

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#### ICT Technician Support Service (Airport Campus located infrastructures)

(in interventions on external infrastructures located within the airport perimeter)

Regular Schedule (Working days from 08:00 to 18:00) (per hour)

34.40 €

Outside Regular Schedule (per hour)

83.40 €

Radio spectrum monitoring service at the terminal

333.50 €

#### OTHER ICT SERVICES

Other service not included in this commercial charges portfolio

Upon budget request

#### OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA

##### Use of ANA Underground infrastructures

Type 1 Cable <= 15 mm diameter - (100m fractions per cable)

12.00 €

Type 2 Cable > 15 mm diameter (100m fractions per cable)

24.10 €

##### Own Infrastructures Usage at ANA underground

Infrastructure Type I - external diameter <= 100 mm

13.00 €

Infrastructure Type II - external diameter > 100 mm and <= 200mm

21.70 €

Infrastructure Type III - external diameter > 200 mm

28.90 €

NOTA Para infraestruturas cuja secção não seja circular, e para aplicação de taxas, é considerada a medida do diâmetro de maior eixo.

#### EQUIPMENT AND SUPPORT SERVICES

##### EQUIPMENT

CCTV monthly rental p/ screen <sup>3</sup>

45.90 €

CCTV Access Install <sup>3</sup>

137.60 €

Mobile Desk - Welcome Desk (p/ day) (8 hours)

632.60 €

<sup>3</sup> When available and to which energy consumption costs are added.

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Mobile Desk - Welcome Desk (p/ hour or part thereof)	63.30 €
Mobile Desk of one's own - Welcome Desk (p/ day) (8 hours)	451.80 €
Mobile Desk of one's own - Welcome Desk (p/ hour or part thereof)	45.20 €
Explosive Trace Detector - per flight	284.30 €

### TRAINING (VAT EXEMPT)

Basic Safety Training (per person)	40.00 €
Certified Driver Training (per person)	40.00 €
Security Training (per person)	40.00 €
Fire Safety Prevention Training (minimum 6 people)	39.00 €
Practical airside driving test	27.80 €
Practical airside driving test: repetition/rescheduling	16.70 €
Safety Training - Repeat Test	11.80 €
Security Training - Repeat Test	11.80 €
Issue of second copies of security certificates: Safety or Security	11.70 €
Certified driver training in manoeuvring area and R/T TETRA communications, in-person (per person)	107.50 €
Practical driver test in manoeuvring area and R/T TETRA communications (per person)	53.80 €
Certified driver training in manoeuvring area and R/T TETRA communications, in-person / Renewal	53.80 €
Practical driver test in manoeuvring area and R/T TETRA communications, in person - repetition / rescheduling (per person)	32.30 €

### PHOTOGRAPHY AND FILMING

#### Public Areas

Photography and Filming (per hour)	298.00 €
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#### Terminal and Aerodrome Restricted Areas (Airside)

Photography and Filming (per hour)	410.00 €
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### Porto Airport

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#### ROOMS | DIGNITARIES ROOMS

##### Rooms (Terminal)

Open Spaces - In Passenger Terminal (m2/Hour)	5.70 €
Rooms (VIP Area and terminal) - (p / hour or part thereof)	172.20 €
Rooms - Per day (8 hours)	1 527.90 €
Auditorium - On Passenger Terminal - (p / hour or part thereof)	232.00 €

##### Rooms (Other Buildings)

Rooms- 1/2 day (4 hours)	62.60 €
Rooms - full day (8 hours)	125.20 €

##### Dignitaries Rooms

Dignitary (up to 4 passengers)	865.90 €
Additional per accompanying person	51.00 €

#### CIP SERVICES

CIP Schengen Service (a) <sup>4</sup>	152.90 €
CIP Non Schengen Service (a) <sup>4</sup>	210.90 €
CIPSTAR Service - Large Groups (minimum 40 people, per path, per passenger)	75.10 €
CIP Services - CIPSTAR Assistance - up to 2 persons	881.10 €
CIP Service - CIPSTAR Assistance - Accompanying persons	305.60 €

#### OTHER SERVICES

Staff Services (per hour)	69.50 €
Staff Services - Specialised Monitoring (per hour)	104.20 €
Staff Services- Maintenance Services Provided by Third Parties	+20% Cost price
Staff Services - Supply of Articles and Materials	+20% Cost price

<sup>4</sup> Lounge Service Children from 3 to 12 years old (VAT included). CIP Service Dedicated accompaniment plus use of dedicated rooms or lounges plus transportation or dedicated accompaniment until the aircraft.



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## Porto Airport

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## ACCESS CARDS

One-off Access Cards - Airlines and Services licensed for Handling Services <sup>5</sup>	4.00 €
One-off Access Cards - Other Entities <sup>5</sup>	10.50 €
Permanent Access Cards - 1st Copy / Renewal (with access control) <sup>5</sup> , up to 3 years	33.80 €
Permanent Access Cards - 2nd Copy <sup>5</sup> , up to 3 years	46.40 €
Automatic Vehicle Refueling Cards - Replacement / New Requests <sup>5</sup>	11.30 €

## BAGGAGE STORAGE (VAT INCLUDED)

Cacifos (limite máximo de utilização por cacifo, de 72 horas)

## Lockers (maximum usage per locker of 7 days)

Type 1 - (351X457X855mm) - (p/ period of 4 hours)	3.50 €
Type 2 - (351X945X855mm) - (p/ period of 4 hours)	4.50 €
Type 3 - (525X945X855mm/212X1925X555mm) - (p/ period of 4 hours)	5.50 €
Receipt Loss	42.00 €
Additional for overextending maximum period of usage allowed (per day, per locker)	20.50 €

FAST TRACK (VAT included)<sup>6</sup>

Exclusive access to security control, on a dedicated channel - online	11.00 €
Exclusive access to security control, on a dedicated channel - kiosks	12.00 €

<sup>5</sup> Includes application and respective process at ANA.<sup>6</sup> Commercial agreements can be established with airlines

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**OPERATING AREAS****APRON EQUIPMENT**

Pneumatic bags (per hour)

392.30 €

Lighting Tower (per hour)

143.00 €

Heavy Lorry (per hour)

107.80 €

**FOLLOW ME | AMBULANCE | OTHER EQUIPMENT**

Follow-me (per 1/2 hour)

24.50 €

**CLEANING | WASHING | FIRE FIGHTING PREVENTION**

Cleaning and Spill Management (per 15 minutes or part thereof)

211.40 €

Individualised Fire Fighting Prevention (per service)

177.90 €

Waste discharge/abandonment inside airport perimeter

203.80 €

**LICENCES FOR ACCESS, CIRCULATION AND DRIVING OF AIRSIDE VEHICLES | INSPECTIONS****Airside Vehicle Access and Circulation Licence - Issue/Renewal/2nd copy/one-off**

Electric self-propelled vehicles/equipment

24.30 €

Self-propelled diesel or gasoline vehicles/equipment

48.50 €

Airside Vehicle Driving Licence - Issue/Renewal/2nd copy

38.00 €

Vehicle Inspection - Light

53.00 €

Vehicle Inspection - Light Towable

29.60 €

Vehicle Inspection - Heavy

65.40 €

Vehicle Inspection - Heavy Towable

53.00 €

Vehicle Inspection - Simple trailer and other accessories

12.20 €

Vehicle Inspection - Reinspections

29.00 €

Vehicle Inspection - Surcharge for travelling outside scheduled dates

1 456.60 €

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### Faro Airport

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#### CONSUMPTIONS

##### Water supply (p/ m3)

Structural cost

1.08 €

Acquisition cost

M.P.

##### Electricity supply

Power (p/ kVA)

Acquisition cost

M.P.

Consumption (p/ kWh)

Structural cost

0.0450 €

Acquisition cost

M.P.

Network access

M.P.

##### Gas supply

+10% M.P.

Fuel supply<sup>1</sup>

M.P.

Communications

+10% M.P.

**NOTEA** In relation to electricity and water cost, the change of the rate value is an arithmetic and instrumental operation, not requiring the adoption of an autonomous and administrative procedure to update it.

#### TELECOMMUNICATIONS

**NOTE** Services listed below depend on their availability at the Airport.

##### DATA SERVICES

Installation

Monthly Fee

##### Internet Access - ANA ISP

Basic Internet (1 Equipment)

86.80 €

44.00 €

Internet Access 20/20Mbps

189.00 €

127.90 €

Internet Access 50/50Mbps

189.00 €

177.90 €

Internet Access 100/100Mbps

189.00 €

222.40 €

<sup>1</sup> Volume discounts may be applied depending on the number of supplied liters.

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Internet Access - External ISP	Installation	Monthly Fee
VLAN Connection to External ISP 10/10 Mbps	129.00 €	86.50 €
VLAN Connection to External ISP 100/100 Mbps	129.00 €	122.10 €
VLAN Connection to External ISP 1 Gbps	129.00 €	193.50 €
VLAN Connection to External ISP QinQ (VLAN Tagged)	129.00 €	219.00 €
VLAN Connection - Between Airport Rentals (stores or offices)	129.00 €	219.00 €
<b>Local Area Network (LAN)</b>		
Data Access point (cable)	64.50 €	26.60 €
Data Access point (Wi-Fi)	64.50 €	26.60 €
Wi-Fi Office Access (Dedicated SSID)	101.90 €	117.20 €
Passive Data Access	66.80 €	30.80 €
<b>VOICE SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>Voice Access</b>		
PABX Voice Access (Internal Access)	63.10 €	10.90 €
PABX Voice Access (External Access)	63.10 €	21.90 €
DDI (Direct Dial In) Access from public network through a number	- €	3.40 €
<b>Voice Equipment</b>		
Telephone Type 1 (Analog)	- €	1.30 €
Telephone Type 2 (Analog with display)	- €	5.30 €
Telephone Type 3 (Digital with display)	- €	14.30 €
Telephone Type 4 (Mobile - Internal only)	- €	28.70 €
<b>TELEVISION SERVICES</b>	<b>Installation</b>	<b>Monthly Fee</b>
<b>TV</b>		
TV Base	97.90 €	34.40 €
Sport TV (additional to the TV Base)	- €	30.10 €
TV Eleven Sports (additional to the TV Base)	- €	18.10 €

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### Faro Airport

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SUPPORT SERVICES	Installation	Monthly Fee
<b>(CUPPS/CUSS/BRS/HBD/SBD)</b>		
CUPPS Workstation	65.80 €	105.80 €
CUSS - Baggage Tag/unit	- €	0.032 €
CUSS - Boarding Pass/unit	- €	0.011 €
HBD/SBD - Baggage Heavy Tag/unit	- €	0.032 €
HBD/SBD - Baggage Receipt/unit	- €	0.011 €
HBD/SBD - Baggage Pass/unit	- €	0.011 €
DCP: Document Printer	- €	52.20 €
ATB/BTP: Airline Ticket and Boarding Pass Printer	- €	38.30 €
MSR: Magnetic Swipe Reader Keyboard	- €	21.70 €
<b>INFRASTRUCTURE SERVICES</b>		
<b>Circuit - Copper (per pair)</b>		
Point to Point copper connection (inside terminal building)	61.20 €	16.70 €
Point to Point copper connection (between buildings)	121.10 €	21.70 €
<b>Circuit - Fiber Optic (per pair)</b>		
Point to Point fiber connection (inside terminal building) (per 100m)	164.60 €	61.50 €
Point to Point fiber connection (between buildings) (per 100m)	366.90 €	61.50 €
<b>Underground ICT Infrastructures</b>		
		<b>Monthly Fee</b>
ANA Infrastructures (per cable and 100m) <sup>2</sup>		23.30 €
Own Infrastructures (per cable and 100m) <sup>2</sup>		27.90 €
<b>TRUNKING SERVICES</b>		
<b>Trunking Services</b>		
	<b>Installation</b>	<b>Monthly Fee</b>
Trunking - Equipment	889.40 €	31.20 €
Trunking Service - Network Access	- €	33.40 €

<sup>2</sup> The Service Providers may claim exemption from these occupancy rates under Decree No 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".



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## Faro Airport

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HOUSING SERVICES	Instalação	Monthly Fee
<b>Data center ANA</b>		
Housing - Data Center ANA - (42 U) - Full Rack	- €	889.40 €
Housing - Data Center ANA - (1 U) - Shared Rack	- €	55.60 €
OPERATIONAL APPLICATIONS	Installation	Monthly Fee
<b>Operational Information</b>		
Operational Information (Schedules and Infrastructures)	- €	69.30 €
Operational Information (Web service - broker)	- €	769.50 €
<b>Flight Information</b>		
Flight Information (FIDS) 40" Monitor	222.40 €	133.40 €
Flight Information (FIDS) 55" Monitor	222.40 €	166.80 €
SUPPORT SERVICES AND ICT TECHNICAL SUPPORT		
<b>Work permit licensing</b>		
Work permits on ANA underground infrastructure licensing		405.30 €
<b>ICT Technician Support Service (Airport Campus located infrastructures)</b>		
<i>(in interventions on external infrastructures located within the airport perimeter)</i>		
Regular Schedule (Working days from 08:00 to 18:00) (per hour)		34.40 €
Outside Regular Schedule (per hour)		83.40 €
Radio spectrum monitoring service at the terminal		333.50 €
OTHER ICT SERVICES		
Other service not included in this commercial charges portfolio		Upon budget request



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#### OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA

##### Use of ANA Underground infrastructures

Type 1 Cable <= 15 mm diameter - (100m fractions per cable)	12.00 €
Type 2 Cable > 15 mm diameter (100m fractions per cable)	24.10 €
<b>Own Infrastructures Usage at ANA underground</b>	
Infrastructure Type I - external diameter <= 100 mm	13.00 €
Infrastructure Type II - external diameter > 100 mm and <= 200mm	21.70 €
Infrastructure Type III - external diameter > 200 mm	28.90 €

**NOTA** The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport. Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.

#### EQUIPMENT AND SUPPORT SERVICES

##### EQUIPMENT

Mobile Desk - Welcome Desk (p/ day)	534.50 €
Mobile Desk - Welcome Desk (p/ hour or part thereof)	53.50 €
Own Reception Desk - Welcome Desk (p /day)	381.60 €
Own Reception Desk - Welcome Desk (p / hour)	38.20 €
Group Luggage Car - per unit/hour or part thereof	15.30 €

##### TRAINING (VAT EXEMPT)

Basic Safety Training (per person)	40.00 €
Certified Driver Training (per person)	40.00 €
Security Training (per person)	40.00 €
Fire Safety Prevention Training (minimum 6 people)	39.00 €
Practical airside driving test	27.80 €
Practical airside driving test: repetition/rescheduling	16.70 €

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Safety Training - Repeat Test	11.80 €
Security Training - Repeat Test	11.80 €
Issue of second copies of security certificates: Safety or Security	11.70 €
Certified driver training in manoeuvring area and R/T TETRA communications, in-person (per person)	107.50 €
Practical driver test in manoeuvring area and R/T TETRA communications (per person)	53.80 €
Certified driver training in manoeuvring area and R/T TETRA communications, in-person / Renewal	53.80 €
Practical driver test in manoeuvring area and R/T TETRA communications, in person - repetition / rescheduling (per person)	32.30 €
<b>PHOTOGRAPHY AND FILMING</b>	
<b>Public Areas</b>	
Photography and Filming (per hour)	298.00 €
<b>Terminal and Aerodrome Restricted Areas (Airside)</b>	
Photography and Filming (per hour)	410.00 €
<b>ROOMS   DIGNITARIES ROOMS</b>	
<b>Rooms (Terminal)</b>	
Open Spaces - In Passenger Terminal (m2/Hour)	5.70 €
Conference room rental - at Passenger Terminal (audiovisual equipment 6 included) - per hour or part thereof	79.20 €
Room without equipment - per hour or part thereof	15.40 €
Room with equipment <sup>3</sup> - p / hour or part thereof	21.70 €
Room (VIP area) - Per hour or part thereof	173.90 €
<b>Rooms (Other Buildings)</b>	
Rooms (m2/month) <sup>3</sup>	37.60 €
<b>Dignitaries Rooms</b>	
Dignitary - up to 10 accompanying persons	284.10 €
Additional per accompanying person	28.50 €

**NOTE** For space/room rentals for more than a month, an occupation license contract is required - please contact Extra Aviation Department.

<sup>3</sup> Support equipment, namely computers, overhead projector + projection screen.

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### Faro Airport

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#### CIP SERVICES

CIP Services - Schengen and Non-Schengen (a) <sup>4</sup>

152.90 €

#### OTHER SERVICES

Staff Services (per hour)

69.50 €

Staff Services - Specialised Monitoring (per hour)

104.20 €

Staff Services-. Maintenance Services Provided by Third Parties

+20% P.C.

Staff Services - Supply of Articles and Materials

+20% P.C.

#### Daytime Baggage Service (From 07h to 19h59)

Baggage Service p/pax (1 to 3 bags)

33.40 €

Baggage Service (per additional volume)

11.10 €

#### Night-time Baggage Service (From 20h to 23h30)

Baggage Service p/pax (1 to 3 bags)

53.40 €

Baggage Service (per additional volume)

17.60 €

Use of Nursing Personnel (UCS)

736.20 €

#### ACCESS CARDS

One-off Access Cards - Airlines and Services licensed for Handling Services <sup>5</sup>

4.00 €

One-off Access Cards - Other Entities <sup>5</sup>

10.50 €

Permanent Access Cards (1 or 3 years) - 1st Copy / Renewal (with access control)

33.80 €

Permanent Access Cards (1 or 3 years) - 1st Copy / Renewal (with access control) <sup>5</sup>

11.40 €

Permanent Access Cards (1 or 3 years) - 2nd copy

46.40 €

Automatic Vehicle Refueling Cards - Replacement / New Requests <sup>5</sup>

11.30 €

<sup>4</sup> Volume discounts may be applied depending on the number of assisted passenger. CIP Service Dedicated accompaniment plus use of dedicated rooms or lounges plus transportation or dedicated accompaniment until the aircraft.

<sup>5</sup> Includes application and respective process at ANA.



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### BAGGAGE STORAGE (VAT INCLUDED)

#### Lockers (maximum usage per locker of 15 days)

Type 1 - (351X457X855mm) - (p/ period of 4 hours)	3.50 €
Type 2 - (351X945X855mm) - (p/ period of 4 hours)	4.50 €
Type 3 - (525X945X855mm/212X1925X555mm) - (p/ period of 4 hours)	5.50 €
Receipt Loss	42.00 €
Additional for overextending maximum period of usage allowed (per day, per locker and per usage)	20.50 €

### FAST TRACK (VAT included)<sup>6</sup>

Exclusive access to security control, on a dedicated channel - online	11.00 €
Exclusive access to security control, on a dedicated channel - kiosks	12.00 €

<sup>6</sup> Commercial agreements can be established with airlines

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#### OPERATING AREAS

##### FOLLOW ME | AMBULANCE | OTHER EQUIPMENT

Follow-me (per 1/2 hour)

24.50 €

##### CLEANING | WASHING | FIRE FIGHTING PREVENTION

Cleaning and Spill Management (per 15 minutes or part thereof)

211.40 €

Individualised Fire Fighting Prevention (per service)

177.90 €

Cleaning of premises (per 1/2 hour, working days)

Upon budget request

Cleaning of premises (for 1/2 hour, weekends and holidays)

Upon budget request

Waste discharge/abandonment inside airport perimeter

203.80 €

##### LICENCES FOR ACCESS, CIRCULATION AND DRIVING OF AIRSIDE VEHICLES | INSPECTIONS

#### Airside Vehicle Access and Circulation Licence - Issue/Renewal/2nd copy/one-off

Electric self-propelled vehicles/equipment

24.30 €

Self-propelled diesel or gasoline vehicles/equipment

48.50 €

Airside Vehicle Driving Licence - Issue/Renewal/2nd copy

38.00 €

Vehicle Inspection - Light

53.00 €

Vehicle Inspection - Light Towable

29.60 €

Vehicle Inspection - Heavy

65.40 €

Vehicle Inspection - Heavy Towable

53.00 €

Vehicle Inspection - Simple trailer and other accessories

12.20 €

Vehicle Inspection - Reinspections

29.00 €

Vehicle Inspection - Surcharge for travelling outside scheduled dates

624.90 €



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## Beja Civil Terminal

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**CONSUMPTIONS****Water supply (p/ m3)**

Structural cost

1.08 €

Acquisition cost

M.P.

**Electricity supply**

Power (p/ kVA)

Acquisition cost

M.P.

Consumption (p/ kWh)

Structural cost

0.0450 €

Acquisition cost

M.P.

Network access

M.P.

Communications

+10% M.P.

**NOTE** In relation to electricity and water cost, the change of the rate value is an arithmetic and instrumental operation, not requiring the adoption of an autonomous and administrative procedure to update it.

**TELECOMMUNICATIONS**

**NOTE** Services listed below depend on their availability at the Airport.

**DATA SERVICES**

Installation

Monthly Fee

**Internet Access - ANA ISP**

Basic Internet (1 Equipment)

86.80 €

44.00 €

Internet Access 20/20Mbps

189.00 €

127.90 €

Internet Access 50/50Mbps

189.00 €

177.90 €

Internet Access 100/100Mbps

189.00 €

222.40 €



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Internet Access - External ISP	Installation	Monthly Fee
VLAN Connection to External ISP 10/10 Mbps	129.00 €	86.50 €
VLAN Connection to External ISP 100/100 Mbps	129.00 €	122.10 €
VLAN Connection to External ISP 1 Gbps	129.00 €	193.50 €
VLAN Connection to External ISP QinQ (VLAN Tagged)	129.00 €	219.00 €
VLAN Connection - Between Airport Rentals (stores or offices)	129.00 €	219.00 €
<b>Local Area Network (LAN)</b>		
Data Access point (cable)	64.50 €	26.60 €
Data Access point (Wi-Fi)	64.50 €	26.60 €
Wi-Fi Office Access (Dedicated SSID)	101.90 €	117.20 €
Passive Data Access	66.80 €	30.80 €
<b>VOICE SERVICES</b>		
<b>Voice Access</b>	<b>Installation</b>	<b>Monthly Fee</b>
PABX Voice Access (Internal Access)	63.10 €	10.90 €
PABX Voice Access (External Access)	63.10 €	21.90 €
DDI (Direct Dial In) Access from public network through a number	- €	3.40 €
<b>Voice Equipment</b>		
Telephone Type 1 (Analog)	- €	1.30 €
Telephone Type 2 (Analog with display)	- €	5.30 €
Telephone Type 3 (Digital with display)	- €	14.30 €
Telephone Type 4 (Mobile - Internal only)	- €	28.70 €
<b>TELEVISION SERVICES</b>		
<b>TV</b>	<b>Installation</b>	<b>Monthly Fee</b>
TV Base	97.90 €	34.40 €
Sport TV (additional to the TV Base)	- €	30.10 €
TV Eleven Sports (additional to the TV Base)	- €	18.10 €

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SUPPORT SERVICES	Installation	Monthly Fee
<b>(CUPPS/CUSS/BRS/HBD/SBD)</b>		
CUPPS Workstation	65.80 €	105.80 €
CUSS - Baggage Tag/unit	- €	0.032 €
CUSS - Boarding Pass/unit	- €	0.011 €
HBD/SBD - Baggage Heavy Tag/unit	- €	0.032 €
HBD/SBD - Baggage Receipt/unit	- €	0.011 €
HBD/SBD - Baggage Pass/unit	- €	0.011 €
DCP: Document Printer	- €	52.20 €
ATB/BTP: Airline Ticket and Boarding Pass Printer	- €	38.30 €
MSR: Magnetic Swipe Reader Keyboard	- €	21.70 €
<b>INFRASTRUCTURE SERVICES</b>		
<b>Circuit - Copper (per pair)</b>		
Point to Point copper connection (inside terminal building)	61.20 €	16.70 €
Point to Point copper connection (between buildings)	121.10 €	21.70 €
<b>Circuit - Fiber Optic (per pair)</b>		
Point to Point fiber connection (inside terminal building) (per 100m)	164.60 €	61.50 €
Point to Point fiber connection (between buildings) (per 100m)	366.90 €	61.50 €
<b>Underground ICT Infrastructures</b>		
		<b>Monthly Fee</b>
ANA Infrastructures (per cable and 100m) <sup>1</sup>		23.30 €
Own Infrastructures (per cable and 100m) <sup>1</sup>		27.90 €
<b>TRUNKING SERVICES</b>		
<b>Trunking Services</b>		
	<b>Installation</b>	<b>Monthly Fee</b>
Trunking - Equipment	889.40 €	31.20 €
Trunking Service - Network Access	- €	33.40 €

<sup>1</sup> The Service Providers may claim exemption from these occupancy rates under Decree No 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".

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### Beja Civil Terminal

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HOUSING SERVICES	Installation	Monthly Fee
<b>Data center ANA</b>		
Housing - Data Center ANA - (42 U) - Full Rack	- €	889.40 €
Housing - Data Center ANA - (1 U) - Shared Rack	- €	55.60 €
<b>OPERATIONAL APPLICATIONS</b>		
<b>Operational Information</b>	Installation	Monthly Fee
Operational Information (Schedules and Infrastructures)	- €	69.30 €
Operational Information (Web service - broker)	- €	769.50 €
<b>Flight Information</b>		
Flight Information (FIDS) 40" Monitor	222.40 €	133.40 €
Flight Information (FIDS) 55" Monitor	222.40 €	166.80 €
<b>SUPPORT SERVICES AND ICT TECHNICAL SUPPORT</b>		
<b>Work permit licensing</b>		
Work permits on ANA underground infrastructure licensing		405.30 €
<b>ICT Technician Support Service (Airport Campus located infrastructures)</b>		
<i>(in interventions on external infrastructures located within the airport perimeter)</i>		
Regular Schedule (Working days from 08:00 to 18:00) (per hour)		34.40 €
Outside Regular Schedule (per hour)		83.40 €
Radio spectrum monitoring service at the terminal		333.50 €
<b>OTHER ICT SERVICES</b>		
Other service not included in this commercial charges portfolio		Upon budget request

#### OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA

##### Use of ANA Underground infrastructures

Type 1 Cable <= 15 mm diameter - (100m fractions per cable)	12.00 €
Type 2 Cable > 15 mm diameter (100m fractions per cable)	24.10 €

##### Own Infrastructures Usage at ANA underground

Infrastructure Type I - external diameter <= 100 mm	13.00 €
Infrastructure Type II - external diameter > 100 mm and <= 200mm	21.70 €
Infrastructure Type III - external diameter > 200 mm	28.90 €

**NOTE** The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport. Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.

#### EQUIPMENT AND SUPPORT SERVICES

##### EQUIPMENT

Workshop Equipment rental (per 1/2 hour)	22.40 €
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##### TRAINING (VAT exempt)

Basic Safety Training (per person)	40.00 €
Certified Driver Training (per person)	40.00 €
Security Training (per person)	40.00 €
Fire Safety Prevention Training (minimum 6 people)	39.00 €
Practical airside driving test	27.80 €
Practical airside driving test: repetition/rescheduling	16.70 €
Safety Training - Repeat Test	11.80 €
Security Training - Repeat Test	11.80 €
Issue of second copies of security certificates: Safety or Security	11.70 €

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### Beja Civil Terminal

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#### GUIDED TOUR

Airport guided tour (maximum 12 people)

Under budget

#### PHOTOGRAPHY AND FILMING

##### Public Areas

Photography and Filming (per hour)

298.00 €

##### Terminal and Aerodrome Restricted Areas (Airside)

Photography and Filming (per hour)

410.00 €

#### ROOMS | DIGNITARIES ROOMS

##### Rooms (Terminal)

Rooms - In Passenger Terminal (p/ day - 8 hours - or part thereof)

43.00 €

Rooms (boarding areas) - (p/ day - 8 hours - or part thereof)

85.20 €

Spaces for restaurant (per hour)

27.60 €

##### Open Spaces

Passenger terminal / public areas (m2/hour)

5.70 €

Restricted areas – Terminal (m2/hour)

7.10 €

Restricted areas – Airside/Others (m2/hour)

6.10 €

##### Rooms (Other Buildings)

Rooms (m2/month) <sup>2</sup>

37.60 €

Conference Room without projector (p/ 8 hours or part thereof)

121.70 €

Conference Room with projector (p/ 8 hours or part thereof)

161.50 €

#### OTHER SERVICES

Staff Services (per hour)

69.50 €

Staff Services - Specialised Monitoring (per hour)

104.20 €

<sup>2</sup> For space/room rentals for more than a month, an occupation license contract is required - please contact Extra Aviation Department.



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### Beja Civil Terminal

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#### ACCESS CARDS

One-off Access Cards - Airlines and Services licensed for Handling Services <sup>3</sup>	4.00 €
One-off Access Cards - Other Entities <sup>3</sup>	10.50 €
Permanent Access Cards (1 or 3 years) - 1st Copy / Renewal (with access control) <sup>3</sup>	33.80 €
Permanent Access Cards (1 or 3 years) - 2nd Copy <sup>3</sup>	40.80 €

<sup>3</sup> Includes application and respective process at ANA.

# CHARGES GUIDE

# Miscellaneous

Lisbon Airport

Porto Airport

Faro Airport

Beja Civil Terminal

**Azores** Airports

Madeira Airports

## CHARGES GUIDE 2025

## Azores Airports

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**OPERATING AREAS**

## APRON EQUIPMENT

Loader, electric (per hour)

29.20 €

## FOLLOW ME | AMBULANCE | OTHER EQUIPMENT

Follow-me (per 1/2 hour)

24.50 €

Cooling equipment (per 1/2 hour)

120.80 €

Tank vehicle (per 1 hour)

50.60 €

Rescue vehicle (per 1 hour)

69.60 €

Stacker (per 1 hour)

38.00 €

## CLEANING | WASHING | FIRE FIGHTING PREVENTION

Cleaning and Spill Management (per 15 minutes or part thereof)

211.40 €

Individualised Fire Fighting Prevention (per 15 min or part thereof)

53.80 €

Waste discharge/abandonment inside airport perimeter

203.80 €

## TRANSPORT

Heavy Vehicle Transport / Passenger – (per hour)

201.80 €

Heavy Vehicle Transport / Cargo (per hour)

110.50 €

## LICENCES FOR ACCESS, CIRCULATION AND DRIVING OF AIRSIDE VEHICLES | INSPECTIONS

**Airside Vehicle Access and Circulation Licence - Issue/Renewal/2nd copy/one-off**

Electric self-propelled vehicles/equipment

24.30 €

Self-propelled diesel or gasoline vehicles/equipment

48.50 €

Airside Vehicle Driving Licence - Issue/Renewal/2nd copy

38.00 €

Vehicle Inspection - per vehicle

38.00 €





## CHARGES GUIDE 2025

## Azores Airports

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**CONSUMPTIONS****Water supply (p/ m3)**

Structural cost

1.08 €

Acquisition cost

M.P.

Water reinstatement (SMA)

39.69 €

**Electricity supply**

Power (p/ kVA)

Acquisition cost

M.P.

Consumption (p/ kWh)

Structural cost

0.0450 €

Acquisition cost

M.P.

Network access

M.P.

**Gas supply (PDL)**

+10% M.P.

Fuel supply(PDL, HOR) <sup>1</sup>

M.P.

Communications

+10% M.P.

**NOTA** In relation to electricity and water cost, the change of the rate value is an arithmetic and instrumental operation, not requiring the adoption of an autonomous and administrative procedure to update it.

**TELECOMMUNICATIONS**

**NOTE** Services listed below depend on their availability at the Airport.

**DATA SERVICES**

Installation

Monthly Fee

**Internet Access - ANA ISP**

Basic Internet (1 Equipment)

86.80 €

44.00 €

Internet Access 20/20Mbps

189.00 €

127.90 €

<sup>1</sup> Volume discounts may be applied depending on the number of supplied liters.

## CHARGES GUIDE 2025

### Azores Airports

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	Installation	Monthly Fee
Internet Access 50/50Mbps	189.00 €	177.90 €
Internet Access 100/100Mbps	189.00 €	222.40 €
<b>Internet Access - External ISP</b>		
VLAN Connection to External ISP 10/10 Mbps	129.00 €	86.50 €
VLAN Connection to External ISP 100/100 Mbps	129.00 €	122.10 €
VLAN Connection to External ISP 1 Gbps	129.00 €	193.50 €
VLAN Connection to External ISP QinQ (VLAN Tagged)	129.00 €	219.00 €
VLAN Connection - Between Airport Rentals (stores or offices)	129.00 €	219.00 €
<b>Local Area Network (LAN)</b>		
Data Access point (cable)	64.50 €	26.60 €
Data Access point (Wi-Fi)	64.50 €	26.60 €
Wi-Fi Office Access (Dedicated SSID)	101.90 €	117.20 €
Passive Data Access	66.80 €	30.80 €
<b>VOICE SERVICES</b>		
	Installation	Monthly Fee
<b>Voice Access</b>		
PABX Voice Access (Internal Access)	63.10 €	10.90 €
PABX Voice Access (External Access)	63.10 €	21.90 €
DDI (Direct Dial In) Access from public network through a number	- €	3.40 €
<b>Voice Equipment</b>		
Telephone Type 1 (Analog)	- €	1.30 €
Telephone Type 2 (Analog with display)	- €	5.30 €
Telephone Type 3 (Digital with display)	- €	14.30 €
Telephone Type 4 (Mobile - Internal only)	- €	28.70 €

## CHARGES GUIDE 2025

### Azores Airports

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TELEVISION SERVICES	Installation	Monthly Fee
<b>TV</b>		
TV Base	97.90 €	34.40 €
Sport TV (additional to the TV Base)	- €	30.10 €
TV Eleven Sports (additional to the TV Base)	- €	18.10 €
SUPPORT SERVICES	Installation	Monthly Fee
<b>(CUPPS/CUSS/BRS/HBD/SBD)</b>		
CUPPS Workstation	65.80 €	105.80 €
CUSS - Baggage Tag/unit	- €	0.032 €
CUSS - Boarding Pass/unit	- €	0.011 €
HBD/SBD - Baggage Heavy Tag/unit	- €	0.032 €
HBD/SBD - Baggage Receipt/unit	- €	0.011 €
HBD/SBD - Baggage Pass/unit	- €	0.011 €
DCP: Document Printer	- €	52.20 €
ATB/BTP: Airline Ticket and Boarding Pass Printer	- €	38.30 €
MSR: Magnetic Swipe Reader Keyboard	- €	21.70 €
INFRASTRUCTURE SERVICES	Installation	Monthly Fee
<b>Circuit - Copper (per pair)</b>		
Point to Point copper connection (inside terminal building)	61.20 €	16.70 €
Point to Point copper connection (between buildings)	121.10 €	21.70 €
<b>Circuit - Fiber Optic (per pair)</b>		
Point to Point fiber connection (inside terminal building) (per 100m)	164.60 €	61.50 €
Point to Point fiber connection (between buildings) (per 100m)	366.90 €	61.50 €
<b>Underground ICT Infrastructures</b>		<b>Monthly Fee</b>
ANA Infrastructures (per cable and 100m) <sup>2</sup>		23.30 €
Own Infrastructures (per cable and 100m) <sup>2</sup>		27.90 €

<sup>2</sup> The Service Providers may claim exemption from these occupancy rates under Decree No 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".

## CHARGES GUIDE 2025

### Azores Airports

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TRUNKING SERVICES	Installation	Monthly Fee
<b>Trunking Services</b>		
Trunking - Equipment	889.40 €	31.20 €
Trunking Service - Network Access	- €	33.40 €
HOUSING SERVICES	Installation	Monthly Fee
<b>Data center ANA</b>		
Housing - Data Center ANA - (42 U) - Full Rack	- €	889.40 €
Housing - Data Center ANA - (1 U) - Shared Rack	- €	55.60 €
OPERATIONAL APPLICATIONS	Installation	Monthly Fee
<b>Operational Information</b>		
Operational Information (Schedules and Infrastructures)	- €	69.30 €
Operational Information (Web service - broker)	- €	769.50 €
<b>Flight Information</b>		
Flight Information (FIDS) 40" Monitor	222.40 €	133.40 €
Flight Information (FIDS) 55" Monitor	222.40 €	166.80 €
SUPPORT SERVICES AND ICT TECHNICAL SUPPORT		
<b>Work permit licensing</b>		
Work permits on ANA underground infrastructure licensing		405.30 €
<b>ICT Technician Support Service (Airport Campus located infrastructures)</b>		
<i>(in interventions on external infrastructures located within the airport perimeter)</i>		
Regular Schedule (Working days from 08:00 to 18:00) (per hour)		34.40 €
Outside Regular Schedule (per hour)		83.40 €
Radio spectrum monitoring service at the terminal		333.50 €
OTHER ICT SERVICES		
Other service not included in this commercial charges portfolio		Upon budget request

## CHARGES GUIDE 2025

### Azores Airports

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#### OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA

##### Use of ANA Underground infrastructures

Type 1 Cable <= 15 mm diameter - (100m fractions per cable)	12.00 €
Type 2 Cable > 15 mm diameter (100m fractions per cable)	24.10 €

##### Own Infrastructures Usage at ANA underground

Infrastructure Type I - external diameter <= 100 mm	13.00 €
Infrastructure Type II - external diameter > 100 mm and <= 200mm	21.70 €
Infrastructure Type III - external diameter > 200 mm	28.90 €

**NOTE** The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport. Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.

#### EQUIPMENT AND SUPPORT SERVICES

##### EQUIPMENT

Explosives trace Detector (p/flight)	284.30 €
Cargo X-Ray per hour (SMA, HOR, FLW)	68.30 €
Cargo X-Ray per volume	2.20 €
Cargo Terminal Weighbridges (p/ month) (PDL)	361.40 €
Cargo Terminal Freezing Chamber (p/ month) (PDL)	701.00 €
Cargo Terminal Freezing Chamber (p/ month) (HOR)	113.80 €
Lost-and-Found Balance (p/ month)	73.30 €
Audio-visual equipment (p/ day)	17.40 €
Hangar Miscellaneous Equipment (p/month) (PDL)	965.10 €
Workshop Equipment (p / ½ hour)	10.80 €
PT10 - Energy Post Processing - Gas stations (p/month) (SMA)	142.80 €
Emergency Generator - 90 kVA (p/ month)	537.10 €

## CHARGES GUIDE 2025

## Azores Airports

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## TRAINING (VAT EXEMPT)

Basic Safety Training (per person)	40.00 €
Certified Driver Training (per person)	40.00 €
Security Training (per person)	40.00 €
Fire Safety Prevention Training (minimum 6 people)	39.00 €
Practical airside driving test	27.80 €
Practical airside driving test: repetition/rescheduling	16.70 €
Safety Training - Repeat Test	11.80 €
Security Training - Repeat Test	11.80 €
Issue of second copies of security certificates: Safety or Security	11.70 €

## PHOTOGRAPHY AND FILMING

## Public Areas

Photography and Filming (per hour)	298.00 €
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## Terminal and Aerodrome Restricted Areas (Airside)

Photography and Filming (per hour)	410.00 €
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## ROOMS | DIGNITARIES ROOMS

## Rooms

Room - Without equipment - (p / day - 8 hours - or part thereof):

Small Room	60.90 €
Small Room - Airside	85.20 €
Big Room	121.70 €

## Dignitaries Rooms

Dignitary - up to 10 accompanying persons	115.90 €
Additional per person over 10 accompanying persons	11.60 €

**NOTE** For space/room rentals for more than a month, an occupation license contract is required - please contact Extra Aviation Department.



## CHARGES GUIDE 2025

## Azores Airports

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## CIP SERVICES

CIP Services - Schengen and Non-Schengen (a) <sup>3</sup>

79.10 €

## OTHER SERVICES

Staff Services (per hour)

69.50 €

Staff Services - Specialised Monitoring (per hour)

104.20 €

Staff Services-. Maintenance Services Provided by Third Parties

+20% P.C.

Staff Services - Supply of Articles and Materials

+20% P.C.

Crew assistance service (per turnaround) – Business Aviation

125.30 €

## ACCESS CARDS

One-off Access Cards - Airlines and Services licensed for Handling Services <sup>4</sup>

8.90 €

One-off Access Cards - Other Entities <sup>4</sup>

10.50 €

Permanent Access Cards (1 or 3 years) - 1st Copy / Renewal (with access control)

40.60 €

Permanent Access Cards (1 or 3 years) - 2nd copy

46.40 €

Access Cards - Third Party - Aerodromes <sup>4</sup>

7.00 €

Vehicle Access Badge - Magnetized Temporary  
(Parking Auto - 1st Copy/2nd Copy/Renewal)

67.00 €

Automatic Vehicle Refueling Cards - Replacement / New Requests <sup>4</sup>

11.30 €

## BAGGAGE STORAGE (VAT INCLUDED)

Per volume and per day

5.00 €

Receipt Loss

21.00 €

FAST LANE (VAT included) <sup>5</sup>

Ponta Delgada

Exclusive access to security control, with no dedicated security gate

9.00 €

<sup>3</sup> Volume discounts may be applied depending on the number of assisted passengers. CIP Service Dedicated accompaniment plus use of dedicated rooms or lounges plus transportation or dedicated accompaniment until the aircraft.

<sup>4</sup> Includes application and respective process at ANA.

<sup>5</sup> Commercial agreements can be established with airlines

# CHARGES GUIDE

# Miscellaneous

Lisbon Airport  
Porto Airport  
Faro Airport  
Beja Civil Terminal  
Azores Airports  
**Madeira Airports**



## CHARGES GUIDE 2025

Madeira Airports	1 / 8	Funchal	Porto Santo
<b>OPERATING AREAS</b>			
<b>APRON EQUIPMENT</b>			
Freight Elevator (per 1/2 hour)		51.00 €	- €
Pneumatic lifts (per day or part thereof)		15 727.10 €	19 207.00 €
Lighting Tower (per 1/2 hour)		84.50 €	84.50 €
<b>FOLLOW ME   AMBULANCE   OTHER EQUIPMENT</b>			Every Airport
Follow-me (per 1/2 hour)			24.50 €
<b>CLEANING   WASHING   FIRE FIGHTING PREVENTION</b>			
Cleaning and Spill Management (per 15 minutes or part thereof)			211.40 €
Individualised Fire Fighting Prevention (per service)			177.90 €
Waste discharge/abandonment inside airport perimeter			203.80 €
<b>LICENCES FOR ACCESS, CIRCULATION AND DRIVING OF AIRSIDE VEHICLES   INSPECTIONS</b>			
<b>Airside Vehicle Access and Circulation Licence - Issue/Renewal/2nd copy/one-off</b>			
Electric self-propelled vehicles/equipment			24.30 €
Self-propelled diesel or gasoline vehicles/equipment			48.50 €
Airside Vehicle Driving Licence - Issue/Renewal/2nd copy			38.00 €
Vehicle Inspection - Light			53.00 €
Vehicle Inspection - Light Towable			29.60 €
Vehicle Inspection - Heavy			65.40 €
Vehicle Inspection - Heavy Towable			53.00 €
Vehicle Inspection - Simple trailer and other accessories			12.20 €
Vehicle Inspection - Reinspections			29.00 €
Vehicle Inspection - Surcharge for travelling outside scheduled dates			1 456.60 €



## CHARGES GUIDE 2025

## Madeira Airports

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Every Airport

**CONSUMPTIONS****Water supply (p/ m3)**

Structural cost

1,08 €

Acquisition cost

M.P.

Solid waste (city council tax \* occupied area/total area)

+10% M.P.

**Electricity supply**

Power (p/ kVA)

Acquisition cost

M.P.

**Consumption (p/ kWh)**

Structural cost

0,0450 €

Acquisition cost

M.P.

Network access

M.P.

**Communications / Cable TV**

+10% M.P.

**NOTE** In relation to electricity and water cost, the change of the rate value is an arithmetic and instrumental operation, not requiring the adoption of an autonomous and administrative procedure to update it.

**TELECOMMUNICATIONS**

**NOTE** Services listed below depend on their availability at the Airport.

**DATA SERVICES**

Installation

Monthly Fee

**Internet Access - ANA ISP**

Basic Internet (1 Equipment)

86.80 €

44.00 €

Internet Access 20/20Mbps

189.00 €

127.90 €

Internet Access 50/50Mbps

189.00 €

177.90 €

Internet Access 100/100Mbps

189.00 €

222.40 €

## CHARGES GUIDE 2025

### Madeira Airports

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Every Airport

#### Internet Access - External ISP

	Installation	Monthly Fee
VLAN Connection to External ISP 10/10 Mbps	129.00 €	86.50 €
VLAN Connection to External ISP 100/100 Mbps	129.00 €	122.10 €
VLAN Connection to External ISP 1 Gbps	129.00 €	193.50 €
VLAN Connection to External ISP QinQ (VLAN Tagged)	129.00 €	219.00 €
VLAN Connection - Between Airport Rentals (stores or offices)	129.00 €	219.00 €

#### Local Area Network (LAN)

Data Access point (cable)	64.50 €	26.60 €
Data Access point (Wi-Fi)	64.50 €	26.60 €
Wi-Fi Office Access (Dedicated SSID)	101.90 €	117.20 €
Passive Data Access	66.80 €	30.80 €

#### VOICE SERVICES

Installation Monthly Fee

##### Voice Access

PABX Voice Access (Internal Access)	63.10 €	10.90 €
PABX Voice Access (External Access)	63.10 €	21.90 €
DDI (Direct Dial In) Access from public network through a number	- €	3.40 €

##### Voice Equipment

Telephone Type 1 (Analog)	- €	1.30 €
Telephone Type 2 (Analog with display)	- €	5.30 €
Telephone Type 3 (Digital with display)	- €	14.30 €
Telephone Type 4 (Mobile - Internal only)	- €	28.70 €

#### TELEVISION SERVICES

Installation Monthly Fee

##### TV

TV Base	97.90 €	34.40 €
Sport TV (additional to the TV Base)	- €	30.10 €
TV Eleven Sports (additional to the TV Base)	- €	18.10 €

## CHARGES GUIDE 2025

Madeira Airports	4 / 8	Every Airport	
(CUPPS/CUSS/BRS/HBD/SBD)		Installation	Monthly Fee
(CUPPS/CUSS/BRS/HBD/SBD)			
CUPPS Workstation		65.80 €	105.80 €
CUSS - Baggage Tag/unit		- €	0.032 €
CUSS - Boarding Pass/unit		- €	0.011 €
HBD/SBD - Baggage Heavy Tag/unit		- €	0.032 €
HBD/SBD - Baggage Receipt/unit		- €	0.011 €
HBD/SBD - Baggage Pass/unit		- €	0.011 €
DCP: Document Printer		- €	52.20 €
ATB/BTP: Airline Ticket and Boarding Pass Printer		- €	38.30 €
MSR: Magnetic Swipe Reader Keyboard		- €	21.70
INFRASTRUCTURE SERVICES		Installation	Monthly Fee
Circuit - Copper (per pair)			
Point to Point copper connection (inside terminal building)		61.20 €	16.70 €
Point to Point copper connection (between buildings)		121.10 €	21.70 €
Circuit - Fiber Optic (per pair)			
Point to Point fiber connection (inside terminal building) (per 100m)		164.60 €	61.50 €
Point to Point fiber connection (between buildings) (per 100m)		366.90 €	61.50 €
Underground ICT Infrastructures			Monthly Fee
ANA Infrastructures (per cable and 100m) <sup>1</sup>			23.30 €
Own Infrastructures (per cable and 100m) <sup>1</sup>			27.90 €
TRUNKING SERVICES		Installation	Monthly Fee
Trunking Services			
Trunking - Equipment		889.40 €	31.20 €
Trunking Service - Network Access		- €	33.40 €

<sup>1</sup> The Service Providers may claim exemption from these occupancy rates under Decree No 123/2009 being still required to make periodic technical inspections of maintenance and security for the installed infrastructure. These surveys will be made escorted by accredited technicians ANA: See "09 - Support Services and ICT technical support".

## CHARGES GUIDE 2025

### Madeira Airports

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Every Airport

#### HOUSING SERVICES

Installation

Monthly Fee

##### Data center ANA

Housing - Data Center ANA - (42 U) - Full Rack

- €

889,40 €

Housing - Data Center ANA - (1 U) - Shared Rack

- €

55,60 €

#### OPERATIONAL APPLICATIONS

Installation

Monthly Fee

##### Operational Information

Operational Information (Schedules and Infrastructures)

- €

69,30 €

Operational Information (Web service - broker)

- €

769,50 €

##### Flight Information

Flight Information (FIDS) 40" Monitor

222,40 €

133,40 €

Flight Information (FIDS) 55" Monitor

222,40 €

166,80 €

#### SUPPORT SERVICES AND ICT TECHNICAL SUPPORT

##### Work permit licensing

Work permits on ANA underground infrastructure licensing

405,30 €

##### ICT Technician Support Service (Airport Campus located infrastructures)

(in interventions on external infrastructures located within the airport perimeter)

Regular Schedule (Working days from 08:00 to 18:00) (per hour)

34,40 €

Outside Regular Schedule (per hour)

83,40 €

Radio spectrum monitoring service at the terminal

333,50 €

#### OTHER ICT SERVICES

Other service not included in this commercial charges portfolio

1,30 €

## CHARGES GUIDE 2025

### Madeira Airports

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Every Airport

#### OCCUPATION OF INFRASTRUCTURES IN THE UNDERGROUND OF ANA

##### Use of ANA Underground infrastructures

Type 1 Cable <= 15 mm diameter - (100m fractions per cable)	12.00 €
Type 2 Cable > 15 mm diameter (100m fractions per cable)	24.10 €
<b>Own Infrastructures Usage at ANA underground</b>	
Infrastructure Type I - external diameter <= 100 mm	13.00 €
Infrastructure Type II - external diameter > 100 mm and <= 200mm	21.70 €
Infrastructure Type III - external diameter > 200 mm	28.90 €

**NOTA** The application of the listed Underground Infrastructure Occupation items depends on the applicability at each Airport. Infrastructure whose section is not circular and for rate application is considered the measure of larger diameter shaft.

Funchal

Porto Santo

#### EQUIPMENT AND SUPPORT SERVICES

##### EQUIPMENT

Workshop equipment (p/ 1/2 hour)	11,00 €	11.00 €
Fridge - monthly rent	649,10 €	- €
Mobile Desk - Welcome Desk (p / day or part thereof)	53,50 €	53.50 €
Own Reception Desk - Welcome Desk (p /day or part thereof)	33,50 €	33.50 €
Projector or Computer Rental (p/day and p/unit)	58,00 €	- €
X-Ray Cargo (per hour)	26,90 €	26.90 €
X-Ray Cargo, Public Holidays (per hour)	53,20 €	53.20 €
Explosive trace detector (per flight)	284,30 €	284.30 €

##### TRAINING (VAT EXEMPT)

Basic Safety Training (per person)	40,00 €	40.00 €
Certified Driver Training (per person)	40,00 €	40.00 €
Security Training (per person)	40,00 €	40.00 €

## CHARGES GUIDE 2025

Madeira Airports	7 / 8	Funchal	Porto Santo
Fire Safety Prevention Training (minimum 6 people)		39.00 €	39.00 €
Practical airside driving test		27.80 €	27.80 €
Practical airside driving test: repetition/rescheduling		16.70 €	16.70 €
Safety Training - Repeat Test		- €	11.80 €
Security Training - Repeat Test		- €	11.80 €
Issue of second copies of security certificates: Safety or Security		11.70 €	11.70 €
<b>GUIDED TOURS</b>			Every Airport
Airport guided tour (minimum 6 people)			Upon budget request
<b>PHOTOGRAPHY AND FILMING</b>			
<b>Public Areas</b>			
Photography and Filming (per hour)			298.00 €
<b>Terminal and Aerodrome Restricted Areas (Airside)</b>			
Photography and Filming (per hour)			410.00 €
<b>ROOMS   DIGNITARIES ROOMS</b>			
<b>Rooms</b>			
Room (p/ day, 8 hours)			103.30 €
Room (1/2 day, 4 hours)			57.00 €
Video projector computer rental (p/ day and per unit)			58.00 €
<b>Dignitaries</b>			
Dignitary - up to 10 accompanying persons			289.90 €
Additional per person over 10 accompanying persons			29.00 €
<b>CIP SERVICES</b>			
CIP Services - Schengen and Non-Schengen (a) <sup>2</sup>			79.10 €

<sup>2</sup> Volume discounts may be applied depending on the number of assisted passengers. CIP Service Dedicated accompaniment plus use of dedicated rooms or lounges plus transportation or dedicated accompaniment until the aircraft.

## CHARGES GUIDE 2025

### Madeira Airports

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Every Airport

#### OTHER SERVICES

Staff Services (per hour)	69.50 €
Staff Services - Specialised Monitoring (per hour)	104.20 €
Staff Services- Maintenance Services Provided by Third Parties	+20% Cost price
Staff Services - Supply of Articles and Materials	+20% Cost price
Master Keys (per unit)	67.30 €
Other keys (per unit)	12.80 €

#### CARTÕES DE ACESSO

One-off Access Cards - Airlines and Services licensed for Handling Services <sup>3</sup>	4.00 €
One-off Access Cards - Other Entities <sup>3</sup>	10.50 €
Permanent Access Cards (1 or 3 years) - 1st Copy / Renewal (without access control) <sup>3</sup>	9.30 €
Permanent Access Cards (1 or 3 years) - 1st Copy / Renewal (with access control) <sup>3</sup>	33.80 €
Permanent Access Cards (1 or 3 years) - 2nd Copy <sup>3</sup>	40.80 €
Access Badge to Surface Parks <sup>3</sup>	23.20 €

#### BAGGAGE STORAGE (VAT INCLUDED)

	Funchal	Porto Santo
Per volume and per day	4.50 €	7.00 €
Receipt Loss	26.00 €	26.00 €

#### FAST LANE (VAT included) <sup>4</sup>

Exclusive access to security control, with no dedicated security gate - online	9.00 €	—
Exclusive access to security control, with no dedicated security gate - kiosks	10.00 €	—

<sup>3</sup> Includes application and respective process at ANA.

<sup>4</sup> Commercial agreements can be established with airlines.



## CHARGES GUIDE

# Billing and Charges Payment



## Rules of invoice processing, dispatch and payment

Charges Category	Billing schedule <sup>1</sup>	Payment Terms
Traffic Security PRM	3 invoices are issued per month for the following periods:  1 <sup>st</sup> invoice period 1 <sup>st</sup> to 10 <sup>th</sup> calendar days;  2 <sup>nd</sup> invoice period 11 <sup>th</sup> to 20 <sup>th</sup> calendar days;  3 <sup>rd</sup> invoice period 21 <sup>st</sup> to last day of each month.	• Cash basis (prompt payment) regime;  • Pre-payment regime;  • Granting of credit: payment within 15 days from date of the issuance of invoices;  • Through payment representative (handler).
Handling	One monthly invoice is issued, dated the last day of each month.	
Others	One monthly invoice is issued, dated the last day of each month.	

### Details of payment terms

- Invoices and payments are made in euros.
- In the cash basis regime, the payment of all services must be made immediately after the invoice issuance, including terminal control duties from NAV, E.P.E. . The payment shall be made by the company or by the handler at airport services, prior to take-off.
- In the pre-payment regime, the payment of services estimated by ANA based on the flight schedule shall be made prior to any operation.
- To apply for the credit payment regime, the client shall submit a written request to ANA, which will be subject to a case-by-case evaluation. In the case that this regime is accepted, ANA reserves the right to make its decision to grant credit subject to the provision of a guarantee. The payment of invoices must be made within the established period, and the amount owed cannot, in any situation, exceed the amount of the guarantee presented. In case of non-compliance with the due date agreed for the invoice's payment, daily late interest shall be payable by the debtor until the effective date of payment.
- The credit conditions assigned may be modified or cancelled by ANA with a five working days' notice.
- In the event of non-compliance situations ANA may determine, without prior notice, the cancellation of the assigned credit and the consequent change to the cash / prepayment regime. The suspension of the provision of services will also be possible. In the event of non-compliance with the terms established for the current account, the cancellation of credit and alteration to the prompt/ prepayment scheme, or suspension of services provision may be determined.
- Charges exclude VAT (Value Added Tax) except when indicated.

<sup>1</sup> Not applicable to the cash basis payment regime, since in this scheme all services and accesses provided are invoiced immediately by aerodrome services (SOA).

# CHARGES GUIDE

# Contacts





## CHARGES GUIDE 2025

### Billing Services

#### Coordination

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Ponta Delgada Airport | Horta Airport | Santa Maria Airport

Flores Airport

**Madeira Airport** — faturacao.dam@ana.pt

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### Official Entities

#### Portuguese Civil Aviation Authority

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