

Pursuant to Article 13 paragraph 9 to the Law on Air Transport (“Official Gazette of Montenegro”, No 30/12 and 30/17), The Ministry of Transport and Maritime Affairs adopted

RULEBOOK
ON DETERMINING THE AMOUNT AND MANNER OF PAYING CHARGES PER TONNE OF
GOODS/CARGO CARRIED AND PER DEPARTING PASSENGER IN AIR TRANSPORT

Subject

Article 1

This Rulebook lays down the amount and manner of paying the charge to be paid by air carriers per tonne of goods/cargo carried in civil air transport (hereinafter referred to as the “goods/cargo charge”) and the charge to be paid by the departing passengers in civil air transport (hereinafter referred to as the “passenger charge”).

Goods/cargo charge

Article 2

- (1) The amount of goods/cargo charge paid by air carriers per tonne of goods/cargo carried in civil air transport shall be 20,00 EUR per tonne.
- (2) Notwithstanding paragraph 1 of this article, goods/cargo charge shall not be paid for:
 - transit shipments;
 - goods/cargo shipments that the air carrier exempts from paying the transport service.

Manner of paying goods/cargo charge

Article 3

- (1) Payment of goods/cargo charge shall be performed based on report on goods/cargo carried in civil air transport per tonne.
- (2) The legal entity managing the airport (hereinafter referred to as the “airport operator”) shall develop the report referred to in paragraph 1 of this article per each air carrier individually.
- (3) Report referred to in paragraph 2 of this article shall present goods/cargo separately for:
 - 1) air carriers to whom the airport operator charges all the services periodically, based on concluded contract, via separate account where services are calculated for all the flights together (of that air carrier in that time period);
 - 2) air carriers to whom the services are charged for each flight individually (Aircraft Handling Charge Note).
- (4) Report referred to in paragraph 3 point 1 of this article shall be developed using CAR 1 form.
- (5) Report referred to in paragraph 3 point 2 of this article shall be developed using CAR 2 form.

Content and delivery of report on goods/cargo charges

Article 4

- (1) Report referred to in Article 3 paragraph 1 of this rulebook shall contain information on departing goods/cargo carried, namely:
 - goods/cargo with starting point at that airport;
 - transfer goods/cargo in that airport;

- transit goods/cargo in that airport;
 - goods/cargo exempted by air carrier from paying transport service;
 - the total amount of goods/cargo for payment.
- (2) Report referred to in paragraph 1 of this article shall be delivered to the Civil Aviation Agency (hereinafter referred to as the “Agency”) on daily basis, in electronic form.
- (3) Pursuant to report referred to in paragraph 2 of this article, the airport operator shall develop monthly report for accounting period of 30 days and deliver it to the Agency signed by the authorised person of the airport operator, not later than seven days after the day of expiry of the accounting period.

Paying goods/cargo charge

Article 5

- (1) On the basis of report referred to in Article 3 paragraph 3 point 1 of this rulebook, the Agency shall provide air carriers with the invoice for paying goods/cargo charge.
- (2) On the basis of report referred to in article 3 paragraph 3 point 2 of this rulebook, the Agency shall provide airport operator with the invoice for paying goods/cargo charge.

Passenger charge

Article 6

- (1) Departing passengers carried in civil air transport shall pay passenger charge in the amount of 0,98 EUR, and transfer passengers carried in civil air transport shall pay passenger charge in the amount of 0,49 EUR.
- (2) Notwithstanding paragraph 1 of this article, the passenger charge shall not be paid by:
- transit passengers;
 - passengers with tickets issued without charge (service tickets ID 00);
 - children under two years of age (INF).

Report of airport operator on number of departing passengers

Article 7

- (1) Airport operator shall develop report on number of departing passengers in civil air transport, per individual air carrier, and deliver it to the Agency.
- (2) Report referred to in paragraph 1 of this article shall contain separate information on passengers:
- 1) of air carriers to whom the airport operator charges all the services periodically, based on a contract, via separate account where services are calculated for all the flights together (of that air carrier in that time period);
 - 2) of air carriers to whom the airport operator charges the services for each flight individually (Aircraft Handling Charge Note).
- (3) Report referred to in paragraph 2 point 1 of this article shall be developed using PAX form.
- (4) Report referred to in paragraph 2 point 2 of this article shall be developed using PAX–AHCN form.

Content and delivery of report on passenger charges

Article 8

- (1) Report referred to in Article 7 paragraph 1 of this rulebook shall contain information on departing passengers carried, shown per categories:
 - with starting point at that airport;
 - in transfer in that airport;
 - in transit in that airport;
 - with service tickets and children under two years of age (ID 00 and INF);
 - the total number of passengers for payment.
- (2) the airport operator shall develop report referred to in paragraph 1 of this article and deliver it to the Agency on daily basis, in electronic form.
- (3) Pursuant to report referred to in paragraph 2 of this article, the airport operator shall develop monthly report for accounting period of 30 days and deliver it to the Agency signed by the authorised person of the airport operator, not later than seven days after the day of expiry of the accounting period.

Paying passenger charge

Article 9

- (1) On the basis of report referred to in Article 7 paragraph 2 point 1 of this rulebook, the Agency shall provide air carriers with the invoice for paying passenger charge.
- (2) On the basis of report referred to in Article 7 paragraph 2 point 2 of this rulebook, the Agency shall provide airport operator with the invoice for paying passenger charge.
- (3) Payment on the basis of invoices referred to in paragraphs 1 and 2 of this article shall be performed to the account of the Agency within the period of eight days after the day of receiving invoice.

Forms

Article 10

Forms referred to in Article 3 paragraphs 4 and 5 and Article 7 paragraphs 3 and 4 of this rulebook shall be integral part of this rulebook.

Entry into force

Article 11

This rulebook shall entry into force on the eighth day following that of its publication in the "Official Gazette of Montenegro", and it shall apply four months after the date of entry into force.

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Podgorica, 17 July 2020

Minister

Osman Nurković

Report on realised carriage of goods/cargo in civil air transport

Airport:							
Address:							
Tax Identification Number (TIN):							
IATA code:							YYYY/MM
Time period:			From:	To:	/		
No.	Air Carrier	TIN (code)	Amount of goods/cargo carried in kg				TOTAL GOODS / CARGO FOR PAYING
			From airport	Transfer	Transit	Exempted	
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							
Page	TOTAL:						

Report on paid goods/cargo charges based on Aircraft Handling Charge Note

Airport:							
Address:							
Tax Identification Number (TIN):							
IATA code:							YYYY/MM
Time period::			From:	To:	/		
No.	AHNC		Amount of goods/cargo carried				
	Number	Date	From airport	Transfer	Transit	Exempted	TOTAL GOODS / CARGO FOR PAYING
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							
...							
Page	TOTAL – goods/cargo:						
	TOTAL – money:						

Report on realised carriage of departing passengers in civil air transport

Airport:							
Address:							
Tax Identification Number (TIN):							
IATA code:							YYYY/MM
Time period:			From:	To:	/		
No.	Air Carrier	TIN (code)	Number of departing passengers carried				TOTAL NUMBER OF PASSENGERS FOR PAYING
			From airport	Transfer	Transit	Exempted	
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							
...							
Page	TOTAL:						

Report on paid passenger charges based on Aircraft Handling Charge Note

Airport:							
Address:							
Tax Identification Number (TIN):							
IATA code:							YYYY/MM
Time period::			From:	To:	/		
No.	AHNC		Number of passengers carried				
	Number	Date	From airport	Transfer	Transit	ID 00 and INF	TOTAL NUMBER OF PASSENGERS FOR PAYING
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							
Page	TOTAL – passengers:						
	TOTAL – money:						