



TERMINAL HANDLING CHARGES

SWISSPORT CARGO SERVICES

Austria GMBH

EFFECTIVE FROM 1ST August 2023

Flughafenstrasse 51
Cargo Building
A-8073 Feldkirchen

Station:
Graz - GRZ

SITA: GRZCS8X
RA No: AT/RA/00072-01
NCTS: AT700000

GENERAL SERVICES

0. AIRFREIGHT HANDLING (EXPORT AND IMPORT)					
#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
0001	physical Freight Handling	per kg Minimum	0,17 45,00		
0002	Documentation Freight Handling	per kg Minimum	0,10 45,00		
0003	BUP Freight Handling	per BUP	97,00		
0004	Delivery / Acceptance after cut-off and loaded on booked flight/truck	per kg Minimum	0,05 45,00		
0006	EAF Early Acceptance Fee Gen. and DG freight delivery > 24 hrs. before LAT BUP units delivery > 12 hrs. Before LAT	per kg Minimum Minimum	0,11 35,00 60,00		Y

1. PERSONNEL					
#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
1001	Warehouse Staff*	per 10 min or part thereof	24,30		
1002	Office Staff*	per 10 min or part thereof	31,35		
1003	Shift Leader* *Sunday and Public Holiday Surcharge 60%	per 10 min or part thereof	36,20		

2. EQUIPMENT					
#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
2004	Pallet jack up to 2t	per 10 min or part thereof	8,10		
2005	Forklift -2,5t*	per 10 min or part thereof	42,70		
2006	Forklift -4,5t*	per 10 min or part thereof	48,60		
2007	Forklift -8t*	per 10 min or part thereof	78,30		
2008	Forklift +8t*	per 10 min or part thereof	97,20		
2012	Truck-Dock	per ULD	84,80		
2014	Slave pallets	per 10 min or part thereof	3,25		

*including labour
Does not include loading truck (see 3010)

WAREHOUSE SERVICES

3. WAREHOUSE					
#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
3001	Labelling	per piece without label Minimum	2,70 20,00		
3002	Labelling DG	per piece without label Minimum	1,65 30,00		
3003	Repackaging	per package	on request		
3004	Damage report (excl. weighing)	per report	46,45		
3005	Damage report surcharge (incl. weighing)	per report	18,40		
3006	Re-lash of BUP	per ULD	30,25		
3007	Build up and break down up to 5 Pallet Stack Build up and break down from 6 Pallet Stack	per Stack per Stack	70,00 140,00		
3008	Palletising import shipments	pro kg Minimum	0,07 24,30		
3009	Palletising import shipments Incl. wrapping	per kg Minimum	0,14 30,25		
3010	Truck Loading / unloading loose cargo	per 100 kg or part thereof Minimum	8,65 29,20		Y
3011	Weighing	per package Minimum	3,80 30,25		
3013	Measuring	per package Minimum	3,80 30,25		
3014	Photo documentation	per 3 photos	18,40		
3015	Refuse removal (packaging material)		on request		
3016	Deconsolidation of consol-shipments	per kg Minimum	0,10 30,25		
3018	Late delivery after 7pm (local time)	per AWB	18,40		
3019	Late delivery after 9pm (local time)	per AWB	36,20		
3022	x-ray security control	per kg Minimum	0,14 36,20		
3024	Security Controls (combi) ETD + Hand search/Visual Check	per 10 min plus flat rate for use of ETD	42,15 42,15		
3026	Security controls by Hand search Visual Check, Recheck	per 10 min	42,15		
3028	Security controls for empty vehicle inspection (on request at least 48 hours in advance)	per security control	180,00		
3029	Electricity supply to Envirotainers	per day	42,15		
3030	Changing batteries	per container	18,40		
3034	Return of Checked-In freight	per kg Minimum	0,17 42,15		
3041	Truck side offloading (export)	per 100 kg or part thereof Minimum Maximum	3,80 20,00 421,00		Y
3042	Acceptance checks of temperature-controlled units	per container	30,25		
3043	HUM fee	per AWB	97,00		

STORAGE

4. STORAGE FEES					
#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
4001	Storage fee Import after free storage time The grace period for import shipment storage includes the day that they are declared to customs and the following calendar day	per 100 charg kg or part thereof / day	2,05		Y
		Minimum / day	4,15		
4003	Storage fee Import (Storage as of the 2 nd chargeable day) The grace period for import shipment storage includes the day that they are declared to customs and the following calendar day	per 100 charg kg or part thereof / day	2,16		Y
		Minimum/day	5,95		
4004	Storage fee Import (Storage as of the 3 rd chargeable day) The grace period for import shipment storage includes the day that they are declared to customs and the following calendar day	per 100 charg kg or part thereof / day	3,25		Y
		Minimum / day	8,32		
4005	Storage fee Import (Storage as of the 4 th chargeable day) The grace period for import shipment storage includes the day that they are declared to customs and the following calendar day	per 100 charg kg or part thereof / day	3,56		Y
		Minimum / day	9,50		
4006	DG Import custody The grace period for import shipment storage includes the day that they are declared to customs and the following calendar day. Free of charge for the first 24 hours from point of check-in.	per 100 charg kg or part thereof / day	6,70		Y
		Minimum / day	145,80		
4008	Storage fee VIC-/valuables room Import VUN/VAL		on request		Y
4009	Storage fee for RRY (radioactive) Import Please take note: This ALSO applies to shipments of low radioactivity such as "in excepted quantities" according to the current Laws and Regulations		on request		
4010	Deep freeze storage fee		on request		Y
4011	Cool room Storage fee Import	per 100 charg kg or part thereof / day	1,95		Y
4013	Storage fee HUM		14,00		
4014	Storage fee AVI		23,22		
4015	Intermediary storage/NRTG	per kg / day	0,09		
		Minimum / day	12,53		
4016	Re-storage (Place shipments back into storage)	per kg	0,12		
		Minimum	18,40		
4018	ULD storage	per container / day	18,40		
4019	Order picking	per kg	on request		
4021	Storage fee Export after free storage time Export shipments are free of charge for 24 hours from the point of storage	per 100 charg kg or part thereof / day	1,84		
		Minimum / day	3,80		
4023	Storage fee Export (Storage as of the 3 rd day) Export shipments are free of charge for 24 hours from the point of storage	per 100 charg kg or part thereof / day	1,95		
		Minimum / day	5,40		
4024	Storage fee Export (Storage as of the 6 th day) Export shipments are free of charge for 24 hours from the point of storage	per 100 charg kg or part thereof / day	3,25		
		Minimum / day	8,65		
4026	DG Export custody Export shipments are free of charge for 24 hours from the point of check in	per 100 charg kg or part thereof / day	6,70		
		Minimum / day	145,80		
4029	Storage fee for RRY (radioactive) Export Please take note: This ALSO applies to shipments of low radioactivity such as "in excepted quantities" according to the current Laws and Regulations		on request		
4030	Storage fee Cool room or Deep-freezing room Export		on request		
4031	Cool room storage fee Export	Per 100 charg kg or part thereof / day	4,32		

The grace period for import shipment storage includes the day that they are declared to customs and the following calendar day. In Case of a customs declaration on a Friday, the first weekend will also be free of charge. Export shipments are free of charge for 24 hours from the point of storage. Special storage is chargeable from one day excl. DG

Calculation of Import & Export storage charges
 Storage charges are calculated on the chargeable weight applicable to each Airwaybill.
 This will apply to all cargo types and has been introduced to reflect the volumetric space physically utilised within the Swissport facility, whilst cargo is stored awaiting collection.

5. OFFICE IMPORT

#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
5001	HAWB-entry in customs system (documentation)	per HAWB	1,35		Y
5003	Receiving notifications	per notification	4,97		Y
5008	ATB No. Conveyance	per ATB No.	18,80		Y
5009	Disposal change	per process	24,85		Y
5011	CC calculation	per calculation	24,85		
5012	CC Fees	per event Minimum	10% 32,00		Y
5015	Express document clearance		on request		
5016	Duplicate of import customs control document	per notification	6,21		Y
5017	ICS input incl. MRN	per AWB	30,25		Y
5019	Import administration fee	per AWB	6,21		
5020	Import administration fee (private customers)	per AWB	54,00		
5021	Community goods (EU) clearance Agents		on request		Y
5022	Community goods (EU) clearance private customers	per AWB	30,80		Y
5025	Request for Bank release	per release	60,50		Y
5028	Combine forwarding documents in Import		on request		
5029	Missing Import FFM	per document/flight	35,00	Y	

6. OFFICE EXPORT

#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
6002	print eAWB	per black & white copy	12,45		
6003	print eAWB or Shipper's declaration	per colour copy	24,30		
6003	Correction of AWB	per AWB	24,30		
6004	Issue of AWB	per AWB	30,25		
6006	Paper AWB handling surcharge	per AWB	7,30	Y	
6011	Issue of ADR document	per UN / Rn. No. Minimum	11,90 60,50	Y	
6012	Captain's Notification (NOTOC) (Charter flights)	per position Minimum	5,70 60,50	Y	
6013	Issue CMR	per CMR	45,00	Y	
6015	Express document clearance	per AWB (additional charge)	30,25		
6023	DG Handling fee Check / Re-Check incl. Dry Ice Check	per AWB	162,00		
6025	DG Handling fee Check / Re-Check non-DG	per AWB	81,00		
6026	Lithium battery DG handling fee Check / Re-Check	per AWB	81,00		
6027	DG Handling fee Check / Re-Check	per piece	5,95		
6028	Pharma Document Check fee	per Doc	30,25		
6029	Pharma Document Check fee	per piece	2,70		
6031	AVI Check		on request		
6033	Missing Export FBL	per document	6,50	Y	
6034	FWB / HAWB Data Input / correction	per AWB / HAWB	18,40	Y	
6035	OCI Data transmission (for example China)	per AWB	7,00	Y	

7. CUSTOMS

#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
7001	Customs clearance	per AWB	28,00		
7002	Destruction of goods under customs authority		on request		
7003	T1 Issue	per document	100,00		
7004	T1 Import presentation	per document	50,00		
7005	Admission to (Customs) Custody	per action	92,00		
7006	Customs inspection import / export	per hour or part thereof	84,25		
7007	Extension Customs Clearance deadline		on request		
7008	Attach Customs Seal	per action	5,95		
7009	EXA (EC460) processing request	per request	14,60		
7010	Carnet completion	per action	60,50		
7011	Reminder of deadline expiration as stipulated by Customs as of the 59th day	per reminder	30,25		
7015	Warehouse receipt correction	per 10 min or part thereof	14,60		
7016	Transport to VET Inspection		on request		
7017	AVI-Handling (lump sum)	per event	26,50		
7020	Customs Place Handling	per kg Minimum	0,04 35,10		
7021	CSD/eCSD	per entry	30,00		

8. MATERIAL

#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
8001	ULD Tags	per tag	2,70		
8002	Stud (single)	per stud	6,15		
8003	Stud (double)	per stud	9,75		
8004	Tie-down rope	per meter	2,05		
8005	Corner rope	per piece (5m)	7,30		
8006	Lashing strap (6m)		on request		
8007	Lashing strap (9m)	per piece	50,00		
8010	Lower Deck Net	per Net	351,00		
8011	Main Deck Net	per Net	486,00		
8012	New pallet net incl. arranging		on request		
8015	Wooden boards	per meter	7,70		
8016	Wooden beams / squAIR Timber (3m)		31,00		
8017	Wooden beams / squAIR Timber	per meter	11,85		
8018	Heavy duty planks	per piece	29,20		
8020	Corner protectors	per piece	1,08		
8021	Tape	Per roll	4,30		
8025	Plastic foil for Lower Deck pallets ULD	per ULD	21,00		
8027	Plastic foil	per meter	2,70		
8028	Stretch foil	per meter	14,60		
8030	Dry Ice	per event	48,60		
8031	Replacement of Dry Ice		on request		
8032	Plastic foil for Belly load		on request		
8040	Euro pallet	per pallet	33,50		
8041	One-way pallet	per pallet	11,18		
8042	Batteries for cool container		on request		
8045	Label	per label	6,20		
8046	Plastic Strap	per meter	4,32		

9. OTHERS

#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
9001	P.O.D. Request / Landing certificate	per request/ landing certificate	60,50	Y	
9002	Photocopy	per black & white copy	6,20		
9003	Photocopy	per colour copy	9,20		
9004	Postage	per event	9,72		
9005	Document transport (ramp / apron)		on request	Y	
9006	Flight supervision	per hour or part thereof	135,00	Y	
9007	Initiate Bookings	per AWB	12,45	Y	
9008	Notifications to authorities		on request	Y	
9011	Cargo shuttle OFF Airport		on request		
9013	Cargo shuttle / Transport		on request		
9014	Slot booking for export deliveries / import outsourcing		on request		
9015	CCA application	per application	45,00		
9016	Phone call / fax	per local call / fax	1,89		
9017	Phone call / fax	per international call / fax	7,30		
9029	Electronic document dispatch	per 3 pages or part thereof	6,20		
9031	Ramp escort	per ¼ hour or part thereof	on request	Y	
9036	Arranging and monitoring of repacking	per shipment	60,50		
9037	CCTV Evaluation	per 30 min	72,00		

On request: requested services provided by third party, rates include 15% admin cost surcharge
 Airport taxes and special storage fees are paid to third parties, the respective costs are passed on at cost
 (Radioactive transport, animal transport, valuables transport, DGR transport, special transport)

10. Graz Extra

#	DESCRIPTION	UNIT	PRICE €	Airline	Forwarder
0101	Terminal Handling Charges	per kg Minimum	0,167 8,64		
0103	Handling charges (Non-IATA Forwarder & Private Customer)	per kg Minimum	0,32 62,64		
0104	Handling charges BUP	per ULD	88,00		
0105	Airport charges Import		on request		
0106	Packing of DGR		on request		
0107	Issuance of Shippers Declaration	per AWB per Package	135,00 6,70		
0108	Process custom's search	per search	45,36		
0109	Manual completion of EZ923 / import clearance	per AWB	8,10		
0110	Supervision of cool container		on request		
0111	Replacement of batteries (cool container)		on request		
0112	Reprint of warehouse certificate incl. fax charges	per event	7,00		
0113	Securing of cargo import / export	per kg	0,059		
0114	LMC Street (90 min before departure)	per AWB	24,30		
0115	LMC Airport	per AWB	45,00		
0116	Re-Sealing of vehicles	per event	15,66		
0119	Documentation of built ULD incl. photos		on request		
0121	Loading/unloading Equipment		on request		
0126	EC 460/465 issue	per EXA	5,35		
0127	Assist/Troubleshooting/Helpdesk Service	per ¼ hour	23,22		

0128	RCS incl. manifestation after Cut-Off	per kg Minimum	0,036 25,38		
0129	SCM (extra SCM)	per Message	25,38		
0132	Document transport Terminal/Aircraft	per journey and direction	18,40		
0133	USW/PWS Message (manually)	per doc	9,72		
0134	Flight File Documentation per Email	per mail per page	18,40 1,89		
0136	Import Customs Clearance Private Customs		102,60		
0137	Business Customs Clearance Including 3 Tariff numbers*				
	1- 5 Import clearance / Month	per event	75,00		
	6-20 Import clearance / Month	per event	58,00		
	20-50 Import clearance / Month	per event	48,00		
0138	each additional customs tariff number	per Ref. No.	4,32		
0139	Arrival / departure / attendance at customs clearance check-in	Minimum	195,00		
0140	From the third hour customs clearance check-in	per hours	70,00		
0142	Phytosanitary / Plant quality grade	According to display plus per HAWB	12,42		
0143	Handling DGR	per AWB	12,96		
0144	Handling radioactive	per AWB	37,80		
0145	Handling VAL / VUN	per AWB	59,40		

For new and private customers, services are rendered against pre-payment only.

Extra services are charged with an additional 14% administrative fee.

This also applies to new and private customers that do not have their own customs and VAT account with the respective department of finance (EV)

We reserve the right to refuse the handling of freight should the business not appear plausible.

Confirmation concerning the accuracy of the particulars on the original business papers are to be sent to us by post or in person.

Airport taxes and special storage fees are paid to third parties, the respective costs are passed on at cost (Radioactive transport, animal transport, valuables transport, DGR transport, special transport)

PAYMENT TERMS

Payment is due twenty-one (21) days after the invoice date or by contractual agreement. With written direct debit order consent, the full amount will be collected. Unless otherwise agreed, the invoice date is equal to the service date.

CONTACTS

<p><u>Import/Export office:</u> T: +43 316 25 86 34-401 T: +43 316 25 86 34-402 F: +43 316 25 86 34412 grz.cargo@swissport.com SITA: GRZCS8X</p> <p><u>Operation Manager:</u> Manuela Veit T: +43 316 25 86 34-428 F: +43 316 25 86 34-412 M: +43 676 845 513-501 manuela.veit@swissport.com SITA: GRZCS8X</p> <p><u>Station Manager:</u> Andreas Ottendorf T: +43 17007 344-66 F: +43 17007 344-68 M: +43 676 845 513-310 andreas.ottendorf@swissport.com SITA: GRZCS8X</p>	<p><u>Import/Export Warehouse:</u> T: +43 316 25 86 34-416 F: +43 316 25 86 34-412 grz.warehouse@swissport.com SITA: GRZCS8X</p> <p><u>Office Manager:</u> Martina Maierwieser T: +43 316 25 86 34-413 F: +43 316 25 86 34-412 M: +43 676 845 513-100 martina.maierwieser@swissport.com SITA: GRZCS8X</p>	<p><u>Network, Project & Customer Service Manager:</u> Marcus Eggerstorfer T: +43 17007 344-44 F: +43 17007 344-68 M: +43 676 845 51- 440 marcus.eggerstorfer@swissport.com SITA: GRZCS8X</p>
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OPENING HOURS

Warehouse		Office	
Mon – Thu	08h00 – 20h00	Mon – Thu	08h00 – 20h00
Fri	08h00 – 22h00	Fri	08h00 – 22h00
Sat - Sun	closed	Sat – Sun	closed
Public Holiday	closed	Public Holiday	closed
Special Days	08h00 – 12h00	Special Days	08h00 – 12h00
<p>Public Holidays: 1st Jan 2023, 6th Jan 2023, 7th Apr 2023, 10th Apr 2023, 1st May 2023, 18th May 2023, 29th May 2023, 8th Jun 2023, 15th Aug 2023, 26th Oct 2023, 1st Nov 2023, 8th Dec 2023, 25th Dec 2023, 26th Dec 2023</p>			
<p>Special Days: 24th Dec 2023, 31st Dec 2023</p>			