

# Rockhampton Airport Charter Advice Form



Privacy Notice: Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.

This form is to be completed when a customer wishes to advise Rockhampton Airport of an incoming/outgoing charter to ensure the appropriate facilities and staff are available to assist on the allocated date and time. Contact the Supervisor Operations on duty on 0448 619 596 or [ROKAirportOperations@rrc.qld.gov.au](mailto:ROKAirportOperations@rrc.qld.gov.au) for any queries relating to your charter.

P: 07 4932 9000 | E: [enquiries@rrc.qld.gov.au](mailto:enquiries@rrc.qld.gov.au) | W: [www.rrc.qld.gov.au](http://www.rrc.qld.gov.au) | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

Customer Details			
Charter company name:			
Contact name:			
Postal address:			
Preferred contact number:		Email:	
Charter Details			
<i>Rockhampton Airport Management reserves the right to determine if a particular operation requires assistance to ensure safety and security obligations are met. Prior planning with Airport staff is required to address assistance requirements.</i>			
Type of charter: <input type="checkbox"/> Domestic <input type="checkbox"/> International <i>(requires prior approval from the Australian border protection agencies)</i>			
Aircraft type:		Aircraft registration:	
Date of arrival:	Arrival time: <i>(local)</i>	Origin:	Flight number:
Date of departure:	Departure time: <i>(local)</i>	Destination:	Flight number:
Contracted ground handling agency:			
Number of arriving passengers:		Number of departing passengers:	
Do you require passenger screening? <input type="checkbox"/> Yes <input type="checkbox"/> No		Do you require checked bag screening? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you require airside operational assistance? <i>(between 0730 and 1900 hours daily)</i> <input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you require <b>after hours</b> airside operational assistance? <i>(between 1900 and 0730 hours daily)</i> <input type="checkbox"/> Yes <input type="checkbox"/> No			
Additional requirements:			
Fees and Charges			
Domestic operations including Charters – All Passengers	\$19.75	International operations – all passengers	\$24.70 p/p
Passenger and checked bag screening	\$3.85 p/p	CBS infrastructure charge	\$0.80 p/p
Airside operational assistance <i>(escort)</i>	\$79.45 p/hr	Airside after hours operational assistance <i>(escort)</i>	\$306.45 p/hr <i>(minimum 4 hour charge)</i>
<b>OFFICE USE ONLY</b>	Responsible DOS:		Date actioned:
	Arriving via gate number:		Departing gate number:
	Responsible Admin Officer:		Parking bay number: