

POLICY NOTICE

GENERAL AVIATION LANDING FEES

Effective Date

Effective October 1, 2021, the Tallahassee International Airport (“TLH”) has authorized Vector Airport Systems, LLC (“Vector”) to begin billing and collecting General Aviation (“GA”) landing fees and security fees (collectively, “Landing Fees”) for GA and commercial charter operations on our behalf.

Rate

The Landing Fees will be assessed at the time of arrival and billed by Vector at the following rates for FY 2022: *(these rates are subject to change on an annual basis)*

- **Landing Fee = \$4.12 per 1000 pounds Maximum Certificated Landed Weight (MLW)**
 - Breakdown of Fee = [(\$3.77 landing fee) + (\$0.35 security fee)] per 1,000 pounds MLW

Exemptions

The Airport will waive Landing Fees (not fuel flowage fees*) for:

- Based aircraft
- Government-Owned (Federal, State of Florida, and Leon County) and Military Aircraft registered as owned by the government according to the Federal Aviation Administration (“FAA”) Registry
- GA transient aircraft weighing less than 6,000 pounds MLW

*Fuel flowage fees are paid to the FBO/Million Air Tallahassee (not to Vector).

Billing & Payment Information

Payment Options:

- **Credit Cards Accepted:** American Express, Visa, MasterCard, and Discover are acceptable forms of payment. There is a service provider processing fee of 3% of the total amount paid.
- **Checks:** Mail checks to the remittance address shown in the upper left corner of any Vector invoice. Checks MUST include the Invoice Number or Operator ID.
- **ACH/Wire Payments:** Please email billing@vector-us.com for banking details. Remittance information should also be sent to this email address.
- **Cash is not accepted, nor can cash or check be directly paid to TLH.**

Payments & Account Management

Vector Customer Portal (Website):

The Vector Customer Portal is a self-service payment portal that allows aircraft operators to manage their accounts and may be accessed by visiting:

<https://myaccount.vector-us.com/CustomerPortalLogin.aspx>

Account Management Features:

- (1) Update contact information
- (2) Process credit card payments
- (3) View account history
- (4) Enroll in electronic invoicing
- (5) Retrieve account statements and invoices
- (6) View Airport information and FAQ's.

To log-into the portal, please use the operator ID and invoice number shown on the Vector invoice. Vector accepts credit cards, checks and ACH/wire payments. Cash is not accepted, nor can cash or check be directly paid to TLH.

Contact Vector

For payment or billing inquiries, please contact Vector at (888) 588-0028 Option 1 or X700 or by email at billing@vector-us.com. Vector's office hours are Monday through Friday 9AM to 5PM ET with most federal holidays observed as well as Christmas Eve and the Friday after Thanksgiving.

Authorization to Bill

To view Vector's Authorization to Bill, [please visit this link](#).