

# Reply to Surcharge Filing

## Introduction of service

Reply to air operator who wish to collect a surcharge or change the amount of a surcharge.

## Service target and eligibility criteria

Operator who operates air services in Macao wishing to collect a surcharge or change the amount of a surcharge.

## Result

Reply to air operator who wish to collect a surcharge.

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## Methods of Inquiry

The Civil Aviation Authority of Macao Special Administrative Region (CAA)

Address: 18/F, Cheng Feng Commercial Centre, 336-342, Alameda Dr. Carlos D'Assumpção, Macao

Tel: (853) 2851 1213

Fax: (853) 2833 8089

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## **Filing overview**

Reply to surcharge filing

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## **Filing procedure**

### **Time constraint**

No time constraint

### **Filing procedure and required documents**

The related documents of the proposed surcharge or the change of amount of surcharge shall contain at least the following:

1. The type(s) of surcharge collected by the operator (passenger fuel surcharge, cargo fuel surcharge, etc);
  2. Proposed amount of surcharge;
  3. Proposed date of effect; and
  4. Justification for surcharge.
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## **Methods of Filing**

Filing shall be made in writing.

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Fax: (853) 2833 8089 ;

Email: [aacm@aacm.gov.mo](mailto:aacm@aacm.gov.mo)

Office hour:

Monday to Thursday: 9:00 – 13:00 ; 14:30 – 17:45

Friday: 9:00 – 13:00 ; 14:30 – 17:30

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## **Charge**

Free

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## **Processing time**

The process will not take more than 3 working days to complete (time guaranteed in performance pledge).

Note: The time guaranteed commences from the next date following the date of submission of all required documents or information.

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