

## **General agreement for the provision of handling services**

hereinafter referred to as the "Contract"

**Handling company contract number: 24109**

**Carrier contract number: 22/H-2024**

**between the following parties:**

### **Letiště Ostrava, a.s.**

Represented by: Jaromír Radkovský, Chairman of the Board of Directors  
and  
Ing. Lenka Filipová, Member of the Board of Directors  
ID: 26827719  
DIC: CZ26827719  
Registered office: č. p. 401, 742 51 Mošnov  
Registered in the Commercial Register:  
the Regional Court in Ostrava, Section B, Insert 2764  
Bank account: Komerční banka, a.s.  
Bank account number: 27-2504150247/0100  
IBAN: CZ71 0100 0000 2725 0415 0247  
Data box: z7fexxb

Hereinafter referred to as the "**Handling Company**"

and

### **Private Corporation International Joint-Stock Aviation Company "URGA"**

Represented by: xxx  
VAT: 14372211230  
Registered office: 1A Korolenka street, Kropyvnytskyi, 25015, Ukraine

Reg. in the Commercial Register:  
Unified State Register of Enterprises and Organizations of  
Ukraine

#### **KORESPONDENT BANK**

Bank account: COMMERZBANK AG, Frankfurt-am-Main, Germany  
Bank account number: 400886522200  
Bank SWIFT: COBADEFF

#### **BENEFICIARY BANK**

Bank account: Bank Pivdennyi, Ukraine, Odessa Krasnova 6/1  
Bank account number: UA343282090000026005010019119  
Bank SWIFT: PIVDUA22

Hereinafter referred to as "**URGA**"



This agreement applies to services provided at Ostrava Airport (OSR/LKMT)  
Considering that:

- (a) **The Handling Company** has the facilities, equipment, personnel and authority to provide check-in services at the above mentioned airport;
- (b) **URGA** is interested in having the **Handling Company** provide/ensure the required services/check-in services to **URGA** or **URGA's** customers, which are especially business partners also operating aircraft for their own or commercial purposes ("**URGA's** customers");

THE PARTIES AGREE AS FOLLOWS:

### **1. Handling services and payments**

1.1. For one handling consisting of the arrival and subsequent departure of the same aircraft, the **Handling Company** shall provide or arrange for the provision of the following services for **URGA** or for **URGA's** customers, in proper quality:

- a) standard handling services associated with the arrival/departure of the aircraft as stated in the price list of the Handling Company for individual types of Handling fees.
- b) providing/ordering of aircraft refuelling (included in handling fee),
- c) other handling services provided by the handling company on request of **URGA**
- d) third-party services provided by the handling company, on **URGA's** request - services such as passenger and crew transport from/to the airport, provision of accommodation, provision of on-board catering, etc.

The above services will be provided at the prices listed in the Price List of the **Handling Company**. The handling company is entitled to change or supplement the Price List. The currently valid Price List will be provided to **URGA** at the same time as this contract is signed as well as the currently valid Price List for **URGA** will be available for **URGA** at any time upon request.

1.2. The **Handling Company** shall send **URGA** an electronic invoice for all services provided on one flight of **URGA** or a customer of **URGA**, consisting of the arrival and subsequent departure of one aircraft (hereinafter referred to as the "rotation"), without undue delay after the completion of the rotation, but no later than five (5) working days to the address:

#### **email address**

Each invoice must contain:

- Aircraft registration
- Arrival and departure dates
- Flight number (arrival and departure)
- Detailed breakdown of services provided

1.3 The invoice shall be issued in Euros (EUR) and shall be due 17 days from the date of issue.

1.4 The invoice must contain all the above-mentioned data and must meet all the requirements of a tax document. If the invoice received does not contain the elements of a tax document within the meaning of Act No. 235/2004 Coll., the Value Added Tax Act, as amended, or the mandatory elements under this Agreement, **URGA** is entitled to return the invoice to Handling Company for completion or correction before the due date. By rightful return of the invoice, the original due date shall cease to run and the corrected or completed invoice shall contain a new due date.

1.5 Payments will be made by bank transfer, where payment is understood to be the crediting of the relevant amount to the account of the Handling Company – **Letiště Ostrava, a.s.**

## **2. Notification and delivery, communication and monitoring**

2.1 All notices, requests and other communications given by either party pursuant to this Agreement shall be given by email, fax, data mailbox or telephone. If this Agreement requires or would be customary in the ordinary course of business for notice or delivery to be made in paper form, it shall be deemed to be duly given when delivered to the other party personally, by courier or by registered mail, return receipt requested, at the addresses set forth below, to the hands of a representative of the applicable party:

(a) Notification to URGA:

E-mail: xxx

Tel: xxx

PO Box: 1A Korolenka Street, Kropyvnytskyi, Kirovohrad region,  
25015, Ukraine

b) Notices to Handling Company:

E-mail: xxx

Tel: xxx

Data box: z7fexxb

Fax: xxx

Address for service of documents:

Airport Ostrava, a.s., no. 401, 742 51 Mošnov

All notices given in accordance with this Agreement shall be deemed to have been delivered: in the case of personal delivery or delivery by courier service, on the date of physical receipt by the addressee; in the case of registered mail, on the date of physical receipt by the addressee.

2.2. **URGA** shall send a request handling and all other services connected with flight and/or aircraft no later than 12 hours before the arrival of the aircraft.

Email: xxx

Fax: xxx

SITA: OSRCZ7X

The **handling company** will confirm the request without undue delay to one of the contacts listed below (email address is preferred):

Email: email address  
Fax: number  
SITA: sita address

2.3. If necessary, the **Handling Company** will provide the necessary authorization for access to the aerodrome area for the employee(s) of **URGA**. **URGA** shall provide, at the request of the Handling Company and with the necessary advance notice, the details of the personnel delegated to issue the necessary entry clearances.

**2.4.** The **Handling Company** is obliged, at **URGA's** request, to provide English-speaking handling staff responsible for the handling process, whose duties include:

(a) Ensure the smooth communication and distribution of flight and other documentation between **URGA** and the individual operator crews, in particular flight plans, weather information, overflight and landing information, changes to flight plans, etc.

(b) Assist in the resolution of potential operational problems to the best of their technical/operational and personnel capabilities.

c) Be available on mobile phone 24 hours a day / 7 days a week.

2.5. In the event that **URGA** does not delegate a staff member(s) for a given flight, the **Handling Company** is responsible for coordinating the handling/clearance and all other services "remotely" (telephone, email, fax).

For this purpose, the following operational contacts for both parties are provided:

**Handling company**

Email: xxx  
Tel: xxx  
Mobile: xxx

**URGA**

Email: xxx  
Mobile: xxx

### 3. Final provisions

- 3.1 This contract is concluded for a period of 2 years, by 1<sup>st</sup> of July 2024 to 30<sup>th</sup> of June 2026.
- 3.2 This Agreement shall enter into force on the date of its signature by both Parties and shall become effective upon publication in the Register of Contracts.
- 3.3 This Contract may be terminated by agreement of both Parties. Either party may also terminate this Agreement at any time without giving any reason, the period of notice being three months and commencing on the first day of the calendar month following the month in which written notice is given to the other party.
- 3.4 The Parties declare that they have been informed of the obligation to publish this Contract in the Register of Contracts established by the Ministry of the Interior in accordance with Act No. 340/2015 Coll., on Special Conditions of Effectiveness of Certain Contracts, Publication of Such Contracts and on the Register of Contracts (hereinafter referred to as the "Act on the Register of Contracts") and express their consent to such publication, including the publication of personal data within the meaning of Act No. 110/2019 Coll., on the Processing of Personal Data.
- 3.5 The Parties agree that none of the data in the Contract contains trade secrets and protected information that would have to be excluded from publication.
- 3.6 Publication of this Agreement in the Register of Contracts in accordance with the Act on the Register of Contracts shall be ensured by Handling Company.
- 3.7 Changes to the above contact details shall be communicated by the party to whom the change relates to the other party in **documentary form**, provided that the change of contact details shall take effect in relation to the other party upon delivery of such communication.
- 3.8 The Parties agree that any information disclosed by the Parties to each other during the term of this Agreement shall be deemed to be confidential information and neither Party shall disclose such information to any third party without the consent of the other Party or use it contrary to its purpose for its own purposes, **except as provided by law.**
- 3.9 This Agreement shall be executed in two (2) counterparts, each of the parties to this Agreement receiving one copy.
- 3.10 Any amendments or additions to this Agreement may be made only by written, numbered amendments signed by both parties.
- 3.11 The rights and obligations of the Parties in relation to any matters not covered by this Agreement shall be governed by the relevant provisions of the Civil Code and other generally binding legal regulations in force in the Czech Republic.
- 3.12 The parties to this Contract declare that they have read this Contract and agree with its wording and confirm that this Contract has been made on the basis of correct information and the sincere and free will of the parties, that it has not been made under duress or on unilaterally disadvantageous terms and affix their signatures in proof thereof.

In Kropyvnytskyi, date June 27, 2024

In Mosnov, date .....

On behalf of URG:

On behalf of the Handling Company:

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xxx

.....  
Jaromír Radkovský  
Chairman of the Board of Directors

.....  
Ing. Lenka Filipová  
Member of the Board of Directors