03/22/2024

NOTICE
AIRCRAFT LANDING FEE BILLING AND PAYMENTS CHANGE

Dear Skypark Airport Aircraft Community:

On April 1, 2024, Skypark Airport ("KBTF") will transition to using PLANEPASS® for all landing fees. PLANEPASS® is a purpose-built aircraft billing solution from Vector Airport Systems ("Vector") for billing and accounts receivable management. Vector's PLANEPASS® team will bill and manage all payments for KBTF's landing fees incurred April 1, 2024 and thereafter. Accompanying this notice is the official Authorization to Bill letter. Please note that, currently, PLANEPASS® applies to landing fees and not any other fees issued by the Airport. Upon implementation of PLANEPASS®, payments for landing fees made at the Airport or to the Airport will not be accepted.

"Landing Fees" is a commonly used term that refers to aircraft operating fees. **Landing fees for KBTF are currently charged using the time of arrival.**

Vector will send invoice(s) in May for April's billable landing fee activities and all billable activities thereafter to the **aircraft's operator or management company**.

For more information on making payments and to update your billing contact information, please visit Vector's self-service portal at https://payment.planepass.com. If you need to contact Vector, please use billing@vector-us.com or call 1-888-588-0028 x700 or Opt 01. Vector has an in-house, US based customer service staff who are always available Monday through Friday, 9am EST to 5pm EST, excluding most US federal holidays, the Friday after US Thanksgiving and Christmas Eve.

Please do not hesitate to contact Airport management at the Airport Administration office skyparkairportfbo@gmail.com or at 801-295-3877 should you have any questions regarding this Notice.

 Sincerely,

Skypark Airport Manager
Skypark Airport
1187 South 1800 West
Woods Cross Utah 84087
8011-295-3877