

الرقم: 47455/9/2  
التاريخ: 2023/7/1  
المرفقات: Instructions



### تعميم

### GACA Circular

**To:** All Airlines operating in the airports of the Kingdom of Saudi Arabia. إلى: جميع الشركات الطيران العاملة بمطارات المملكة العربية السعودية.

**Subject:** Applying GACA Services Charge at King Abdulaziz International Airport, King Khalid International Airport, and King Fahd International Airport. الموضوع: تطبيق أجر خدمات الهيئة العامة للطيران المدني في مطار الملك عبد العزيز الدولي، ومطار الملك خالد الدولي، ومطار الملك فهد الدولي.

#### Reference:

- GACA Board of Directors Decision No. (33/535) dated 23-03-2022.
- Administrative Decision No. (2/39349) dated 30-04-2023.

- قرار مجلس إدارة الهيئة رقم (535/33) وتاريخ 14/03/2022هـ.
- القرار الإداري رقم (39349/2) وتاريخ 10/04/2023هـ.

#### المرجع:

#### Instructions:

- All airlines must apply GACA Services Charge as per the attached instructions.
- Failure to comply with circulars issued by GACA is a violation of Government orders, and legal procedures will be initiated against the violators who will be held responsible.

- يجب على جميع شركات الطيران الالتزام بتطبيق أجر خدمات الهيئة العامة للطيران المدني وفقاً للتعليمات المرفقة.
- إن عدم الالتزام بالتعاميم التي تصدرها الهيئة يعد مخالفة صريحة للأوامر الحكومية وسيتم اتخاذ الإجراءات النظامية بحق المخالف وتحمله المسؤولية المترتبة على ذلك.

#### التعليمات:

**Attachment(s):** GACA Services Charge Instructions.

المرفقات: تعليمات تطبيق أجر خدمات الهيئة العامة للطيران المدني.

نائب الرئيس التنفيذي للسياسات الاقتصادية والخدمات اللوجستية  
Executive Vice President of Economic Policies and Logistic Services

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## GACA Services Charge Instructions

**Background:** GACA has introduced a new service charge in returning to its role to supervise and monitor the activities related to passengers performed at King Abdulaziz International Airport, King Khalid International Airport, and King Fahd International Airport.

### Instructions:

1. Airlines shall collect SAR (5) GACA Services Charge from each departing passenger on domestic or international flights including transfer passengers at KAIA, KKIA, and KFIA.
2. GACA services charge shall be applied for travel periods starting from 01 Nov 2023 and thereafter.
3. The charge is collected directly from passengers as part of the ticket fare.
4. According to invoicing instructions, Airlines shall pay the collected Charge directly to GACA.
5. Airlines can settle GACA services charge on sold tickets according to the GACA circular that will be issued later.
6. GACA services charge are not collected from the following passenger categories:
  - Arrival passengers.
  - Infant passengers.
  - Crew members assigned to perform duties on board including (pilots, aircraft engineers, cabin crew members, or technicians).
  - Crew members who have been registered on the airline carriers' list as cabin crew members and hold an identification badge (pilots, aircraft engineers, cabin crew members, or technicians).
  - Transit Passengers who will stay inside the aircraft and will not use airport facilities.
  - Sky marshals returning on the same aircraft.
  - General aviation passengers