



UNHAS

Humanitarian Air Service

FINANCIAL CONDITIONS

Financial Conditions for the Provision of Air Transportation Services

Between the United Nations World Food Programme and _____ in Cameroon

This document establishes the Financial Conditions for the provision of Air Transport Services by UNHAS (“Financial Conditions”), as referred to in the Standard Administrative and Operating Procedures (“SAOPs”).

1. Payments Terms

- 1.1 The User Organization shall pay in advance for all flights and services rendered by UNHAS unless otherwise agreed. The prepayment may be received as:
- Advance payment for individual passenger or cargo movements
 - lump-sum payment for a month or months of planned movements for both passenger and cargo
 - Prepayment for Special Flight (s)
- 1.2 In each case, the prepayment will be an estimate of expected movements; final costs will be based on actual flights and services rendered and the statements will be shared with the User Organization.

2. Additional Charges

- 2.1 Excess baggage charges:
Excess baggage shall be charged as stated in UNHAS SAOPs.
- 2.2 Medical Evacuations
The User Organization shall follow the procedures established in the SAOPs in the event medical evacuation is required. If a request cannot be accommodated on a scheduled UNHAS flight, it will chargeable at full cost.
- 2.3 Handling services
On scheduled flights, no additional fee shall be charged for apron services, handling and loading facilities, equipment and staff to receive, handle and load/offload onto the aircraft.

3. Prepayment/ deposits

The User Organization may opt to maintain a fixed deposit on account with UNHAS instead of prepayments. In this case, UNHAS will issue the monthly Balance Statement in lieu of an invoice for the monthly costs incurred. This will be subject to the balance being positive.

4. Invoicing

- 4.1 If no special individual agreement exists between UNHAS and the User Organization, the User Organization will be invoiced by the 15th of every month and shall arrange payment to UNHAS no later than 15 (fifteen) days from receipt of invoice.
- 4.2 Any failure by the User Organization to honour its payment obligations stipulated herein within 15 (fifteen) days from receipt of invoice may result in passengers and/or cargo being denied boarding until full settlement of any outstanding amounts.

5. Late Cancellation, No Shows, & Non-utilised Special Flights

Cancellations which are not notified to UNHAS according to the conditions set in the SAOP in the corresponding paragraph on Booking Procedures; and “No Shows” shall be charged to the User Organization at full ticket price.

6. Operational conditions

Special Flights block hours for air-aborts or extended flights shall be due from the User Organization in all cases, including but not limited to unexpected changes in weather, air-safety or security conditions, at the point of departure, en route or at destination.

7. Flight Costs and Payments

The costing of flights is based on established nominal fee and route structure, Cargo Fees, and charges for full cost recovery flights. These costs include operational fees, handling costs, fuel, management and administrative costs and safety oversight costs. Cost structure will be reviewed on a quarterly basis or on an Ad-Hoc basis, as deemed fit by the UNHAS Steering Committee. Further description of the flight costs is stated in UNHAS Standard Administrative and Operating Procedures (“SAOPs”).



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The Signatory warrants that (s) he has full power and authority to sign the present Financial Conditions in these terms.

Signed for and on behalf of: _____

Signature: _____

Name: _____

Position: _____

Date: _____