

**Investing at the
Diosdado Macapagal International Airport Aviation Complex**

1. The proponent submits a Letter of Intent to the Clark International Airport Corporation (CIAC).
2. The CIAC evaluates the proposal and after passing the initial evaluation, the CIAC identifies a suitable site for the project and presents the proponent with a Term Sheet.
3. Following the approval of the term sheet, the CIAC and Proponent sign a Lease Agreement. The proponent is then applied for and issued a Clark Freeport Zone Certificate of Registration and Permit to Operate.

**Letter of Intent
(sample only)**

(COMPANY LETTER HEAD)

(Date)

MR. VICTOR JOSE I. LUCIANO
President and CEO
Clark International Airport Corporation
Civil Aviation Complex, Clark Freeport Zone
Philippines 2023

Dear **Mr. Luciano**:

Our company is interested in establishing a (please specify business proposal) project within the Diosdado Macapagal International Airport aviation complex.

Attached herewith is a copy of our company's board resolution authorizing the undersigned to negotiate and enter into an agreement with Clark International Airport Corporation (CIAC) on the proposed project.

To give the CIAC basis for an initial evaluation of our proposed project, we are also submitting herewith the attached documentary requirements. We are prepared to submit other documents, which you may require as part of the evaluation process.

We look forward to your favorable consideration.

Very truly yours,

(proponent)
(designation)

Enclosures:

- Company Profile & accomplished CIAC Project Evaluation Form
- Board Resolution or Secretary's Certificate authorizing a company representative
- SEC or DTI Registration (as applicable)
- Articles of Incorporation (if applicable)
- Business Plan
- Latest Audited Financial Report
- CAB Permit and ATO Clearance (if applicable)

**Salient Features of
Clark International Airport Corporation
Lease and Concession Contracts**

- **“As is-Where is” Basis** – the CIAC leases the property to the proponent on an “as is-where is” basis
- **Term** – term of lease may be from one (1) to twenty five (25) years, renewable upon mutual agreement of both parties
- **Lease Payment** – Based on a monthly Minimum Guaranteed Lease (MGL) amount
- **Escalation Rate** – 10% compounded increase every three (3) years starting on the fourth year
- **Advance Lease Payment** – Amount equivalent to six (6) months MGL, chargeable against future payments
- **Security Deposit** – Amount equivalent to six (6) months MGL, refundable at the time of termination of contract less arrears for rentals, utilities, damages and others
- **Performance Security** – Amount equivalent to twelve (12) months MGL, to guarantee the faithful compliance of the proponent to the terms and conditions of contract; in the form of cash, cash equivalents or a non-interest bearing Surety Bond from the Government Service Insurance System
- **Grace Period** – rent-free period from three (3) to twelve (12) months, depending on the nature of business and investment commitment, forming part of the lease term

Business Registration Fees and Charges

Clark International Airport Corporation (CIAC)			
Project Evaluation Form and processing fee	USD	45.00	
Clark Development Corporation (CDC)			
Certificate of Registration	USD	45.00	
Requirements for Certificate of Registration			
- Copy of Lease or Concession Agreement with the CIAC			
- Endorsement from the CIAC to the CDC			
Permit to Operate	USD	23.00	
Requirements for the Permit to Operate (PTO)			
- Letter request to the CIAC for the issuance of PTO			
- Endorsement from the CIAC to the CDC			
- Copy of the Lease or Concession Agreement with the CIAC			
- Copy of latest audited financial statement and Income Tax Return			
- Securities and Exchange Commission Registration			
- Copy of the Official Receipts of the payment for:			
- Advance Lease Payment			
- Security Deposit			
- Performance Security/Surety Bond			
- Full/Partial Occupancy Permit or Annual Inspection Certificate			
- Environmental Clearance Certificate			11.00
- Sanitary Permit or Health Certificate (if applicable)			7.00
- Fire Safety Certificate (from the CIAC)			
Permit to Operate, Temporary	USD	11.00	
Special Clark Working Visas for foreign expatriates			
Special Clark Working Visa endorsement	USD	50.00	

Alien Employment Permit endorsement

10.00

Reference rate : USD 1.00 = PHP 45.00

Prices are subject to change without prior notice

**Clark International Airport Corporation
Fees and Charges**

Aeronautical Fees and Charges

a. International Landing and Take-Off Fees			
Per 500 kgs or a fraction thereof, up to 50,000 kgs	USD		1.80
50,001 to 100,000 kgs			179.49
+/- 500 kgs or a fraction thereof in excess of 50,000 kgs			2.25
100,001 kgs and over			403.45
+/- 500 kgs or a fraction thereof in excess of 100,001 kgs			2.25
b. Domestic Landing and Take-off Fees			
Per 500 kgs or a fraction thereof, up to 50,000 kgs	USD		.75
50,001 to 100,000 kgs			75.00
+/- 500 kgs or a fraction thereof in excess of 50,000 kgs			.94
100,001 and over			168.00
+/- 500 kgs or a fraction thereof in excess of 100,001 kgs			.94
c. International Parking Fees			
Up to 50,000 kgs, first half hour	USD		1.43
Each additional half hour thereafter or a fraction thereof			1.43
50,001 to 100,000 kgs, first half hour			13.78
Each additional half hour thereafter or a fraction thereof			3.19
From 100,001 kgs and over, first half hour			13.78
Each additional half hour thereafter or a fraction thereof			4.16
d. Domestic Parking Fees			
Up to 50,000 kgs, first half hour	USD		.41
Each additional half hour thereafter or a fraction thereof			.34
50,001 to 100,000 kgs, first half hour			4.00
Each additional half hour thereafter or a fraction thereof			.93
100,001 kgs and over, first half hour			4.00
Each additional half hour thereafter or a fraction thereof			1.00
e. International Lighting Charges			
Landing and take-off	USD		8.00
Parking (additional rate for daytime parking)			10.50%
f. Domestic Lighting Charges			
Landing and take-off	USD		4.67
Parking (additional rate for daytime parking)			10.50%

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**Clark International Airport Corporation
Fees and Charges**

Airport Rental and Lease Rates

a. Passenger Terminal Building (per square meter per month)		
Airline Offices	USD	9.00
Commercial and Concessionaire Spaces		
Building floor area less than 50 sq.m		12.00
Building floor area more than 50 sq.m		10.00
b. Hangars and Office Buildings (per square meter per month)		
Ready to be occupied	USD	6.00
For rehabilitation		3.00
c. Raw Land (per square meter per month)		
Developed	USD	1.50
Undeveloped		1.00
d. Check-in Counters (per counter per hour)		
International operations	USD	11.79
Domestic operations		3.12

Concessionaire Privilege Fees

a. Airline Support and Fixed Base Operations		
Ground handling services		4.9% of gross income
In-flight Catering services		4.9% of gross income
Line Maintenance and Repair services		4.9% of gross income
b. Aviation Fuel Royalty Fee (per gallon)	USD	.05
c. Passenger Service Concessions (per quarter)		
Bank/Foreign Exchange Dealer	USD	162.00
Travel Agency		162.00
Insurance Agency		98.00
Commercial Cable/Telegraph		98.00
Hotel Reservation		45.00
Pay Telephone Booth		18% of gross income
d. Food Service Concessions (per quarter)		
Restaurants	USD	327.00
Kitchenettes or Canteens		218.00
Coffee Shops, Snack Bars and Refreshment Parlors		162.00
Liquor/Wine Store		162.00
Cocktail Lounges		182.00
Cake House/Pastry Store		82.00
Cigars and Confections		82.00
Frozen Food Products		82.00
e. Transport Utility Concessions (per unit per month)		
Tourist Bus	USD	31.00

Tourist Coaster	22.00
Public Utility Bus	2.00
Tourist Taxi	29.00
Metered Taxi	7.00
Car Rental/Limousine Service	13.00

Passenger Service Charge

International Passenger	USD	13.33
Domestic Passenger		3.33

Reference rate : USD 1.00 = PHP 45.00

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**Clark International Airport Corporation
Manpower and Utility Rates**

Manpower Rates (minimum daily wage)

For non-agricultural firms:

a. With total assets of PHP 30M or more	USD	6.38
b. With total assets of less than PHP 30M		6.20

For retail and service establishments:

a. With 16 or more employees	USD	5.94
b. With less than 16 employees		5.62

Utility Rates

a. Power Rates	per kilowatt hour (average) Actual meter readings + 12.5% administration fee	USD	.09
b. Water Rates	0-10 cu.m (consumption per month)	USD	5.00
	11-20 cu.m, in excess of 10 cu.m per month		.52
	21-30 cu.m		.55
	31 cu.m and above		.58
	Actual meter readings + 12.5% administration fee		
c. Telephone Rates	PLDT Commercial (average/month)	USD	22.00
	Residential		13.00
	National long distance (per minute)		.08
	International long distance (per minute)		.36
	Digitel Commercial (average/month)	USD	15.00
	Residential		15.00
	National long distance (per minute)		.10
	International long distance (per minute)		.40
d. Internet Connection	PLDT (per month, packages available)	USD	51.00-1,778.00
	Digitel (per month, packages available)	USD	17.00-53.00
e. Waste Disposal	small and medium volume (per bag)	USD	.44
	large volume (per cu.m)		8.00

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Clark Freeport Zone Utility Providers

Power Clark Electric Distribution Corporation
Mr. Radito Tuazon – Chief Operating Officer
+63 45 5995367
+63 45 5993146

Water Clark Water Corporation

Mr. Jesus Laigo – President
+63 45 5995757
+63 45 5995742

**Telecommunications/
Internet**

Philippine Long Distance Telecommunications (PLDT)
Mr. Joselito Mercado – General Manager
+63 45 5992625
+63 45 5992019

Digital Philippines Corporation (Digitel)
Mr. Abraham de Peralta – Account Manager
+63 45 8939852

Waste Disposal

Metro Clark Waste Management Corporation
Mr. Armando Garcia – Manager
+63 45 5996317

**Clark International Airport Corporation
Airport and Airline Support Service Providers**

Ground Handling Service Providers

Clark Airport Ground Handling Systems, Inc.
Mr. Charles J. Horne – Chairman and President
+6345 5992883

Clark Airport Support Services Corporation
Mr. Ramon A. Villanueva – General Manager
+6345 5996688
mon.villanueva@tdgworld.com

Miascor Clark Aviation Services Corporation
Mr. Pedro M. Martires, Jr. – General Manager
+6345 5997218-19
pmm@miascor.com; clark@miascor.com

In-flight Catering Service Provider

Miascor Clark Catering Services Corporation
Mr. Lars Fredrik Larsen – General Manager
+632 8240456
llarsen@miascat.com

Aviation Fuel Provider

Clarkfield Aviation Services, Inc. (formerly Lubwell Corporation)
Mr. Ramiro N. Villavicencio – Chief Operating Officer
+6345 5996386/5995951
lubwell@comclark.com

Line Maintenance Service Providers

Clark Aircraft Maintenance Services
Mr. Fredrick A. Conrad – VP and General Manager
+6345 4990771
fconrad@clarkams.com

International Aviation Service Assistance

Mr. Kenneth H. Burke – Manager
+6345 5996315

Lufthansa Technik Philippines

Mr. Jose Emmanuel C. Academia – VP for Legal Affairs
+632 8552222
mai_academia@ltp.com.ph

Warehousing and Logistics

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Ms. Elizabeth M. Castro – President and General Manager
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