

NOTICE FOR CUSTOMERS

Date: 2 October 2008
 Registration No.: OZ-ADCD-005-08
 Subject: **Rules for Cargo delivery (Import) after Business Hours**

Dear customers,

We would like to inform you about our unified rules for cargo release after business hours (i.e. after Mon - Fri 7 am – 6 pm, except for national holidays).

Day	Time	General Release	Cargo	Expres Release	Cargo	Agreement made with an employee at telephone No.:	Administrative release conducted by the shift (VCT):
Mon - Sun	7 am – 6 pm	YES		YES		---	Customer desk - Import, or other shifts
Mon - Sun	6 pm – 7 pm	NO (Only upon previous agreement by 6 pm)		YES		Customer desk - Import: 220 113 610 220 113 611	Customer desk - Import
Mon - Fri	7 pm – 8 pm	NO		NO (Only upon previous agreement by 7:30 pm, related to release specification)		Import – Operations Department: 220 114 640	Import – Operations Department
Mon - Fri	8 pm – 7 am	NO		NE (Only upon previous agreement by 7:30 pm, related to release specification)		Import – Operations Department: 220 114 640	Import – Operations Department
Sat - Sun	7 pm – 7 am	NO		NE (Only upon previous agreement by 6:30 pm, related to release specification)		Customer desk - Import: 220 113 610 220 113 611	Customer desk - Import
National Holiday	7 am - 6 pm (otherwise same as Sun)	YES (for a 100% surcharge)		YES		---	Customer desk - Import

Note: **Expres Cargo** includes the following items: express shipments, live animals, perishable items and AOG shipments.

Should you have any questions, do not hesitate to contact us.



Radek Hron

General Manager Cargo Czech Republic

Menzies Aviation (Czech), s.r.o.
 e-mail : radek.hron@menziesaviation.cz



Jaroslav Vaněk

Cargo Operations Manager

Menzies Aviation (Czech), s.r.o.
 e-mail : jaroslav.vanek@menziesaviation.cz