



Terminal Handling Charges

London Heathrow Airport All charges effective from 1 April 2015

Import Charges	£ per kilo	£ min
Charges will be calculated on the chargeable weight applica (master and house) and are minimum charges which may b work or expense is involved.		
The following charges apply to each air waybill master or howhere consignments are split for entry purposes	ouse or in insta	ances
Import shipments may be check weighed or volume checke discrepancies being found	d in the event	of any
1. Processing and handling of all terminating shi to other bonds/ERTS and through HAWBs having		
of a consolidation Loose Unitised	0.16 0.105	£35.25 £35.25
2. Special Cargo - Animal Quarantine/Pet Passport - BIP - Environmental Health Charges - Customs Overtime - Cold Storage	All char cost plu	
3. Processing of Bank delivery orders		£24.00
4. Storage charges* Import of commercial cargo, per 100kgs or part thereof: FREE period of 24 hours starting at 2359hrs the day ST1 is seemeral storage/Cold Room Vault storage	set; PER DAY £12.00	£15.00 £24.00
Note: Imports consignments cleared and delivered split, or received as a part shipment will have storage charges applieach part with the appropriate minimum applied	ed to	
5. Transfer of electronic data (TED) (Effected on behalf of importer, communication charge per ϵ	entry)	£14.50
6. Charges Collect fee 5% of freight charges		£14.00
7. Reduced entry charge for low value, tranship remains, dip mail, personal and household effective.		an £50.70
8. Provision of complete Customs entries, excludany Duties and/or VAT	ding payme	nt of
Standard charge for up to 2 tariff headings Each additional tariff heading Request to Customs for urgent clearance		£78.25 £7.85 £20.15
9. Payment of any Duties and/or VAT 3% or minim	num	£26.40
10. Duty deposit adjustment		£26.40
11. Destruction of consignments where a shippe authority requests the same, plus any additional plus 15%		
12. Out of hours clearance between 1800-0700 (Where available)	Check with lo	cal office
13. HM Customs overtime recharge	at cost pl	us 15%
14. Preparation & Completion of DEFRA conformity certificate		£21.90
15. Post-clearance action		£34.15
16. Production and Presentation of VAT Turn app	olication	£33.15

Please note: All charges are subject to alteration without prior notice. For those parties who request Cargo Handling services not covered under a Standard Ground Handling Agreement liability will be covered under BIFA standard trading conditions 2005A.

17. Discharge of Import NCTS documentation

Export Charges £ per kilo £ min

Charges will be calculated on the chargeable weight applicable to each Airwaybill (master and house) and are minimum charges which may be increased if additional work or expense is involved.

Any shipment that is withdrawn from our Cargo facilities after acceptance, will be charged the applicable charges

1. Standard charges for processing and handli International, EU and transhipments excluding through A		
Loose	0.094	£22.00
Type 1-6	Contac	ct Carrier
Type 7-9	Contac	ct Carrier
Re-build or re-contour shipper ULD's - per ULD		£112.75
2. Security Charges (All Cargo & Mail)		

Pr	imary Screen	ing n	nethod - p	er consig	gnme	ent	0.125	£15.00
A	Additional Screening method - per consignment 0.125 £77.00							
(Additional screening charges apply in addition to the Primary screening charges)								
_	_	_						

3. Dangerous Goods acceptance check	
- Up to 10 UN listings/lines	£42.00
 For each additional UN listing/line over 10 	£1.50
 In addition a charge per piece over 10 pieces 	£1.50 per piece
 Dry Ice shipments 	£27.50
 Dangerous Goods in excepted quantities 	£27.50
 Radioactive Material in excepted packages 	£27.50
 Lithium Ion or Metal Batteries 	£27.50
 Recheck charge (plus additional charges) 	At applicable rate
 Undeclared Dangerous Goods administration fee 	£115.00

4. Acceptance check	
– Live Animals	£35.50
- Tropical Fish	£19.50
 Time & Temperature Sensitive Healthcare 	£27.50

6. Preparation and completion of customs formalities				
Export of commercial cargo, per 100kgs or part thereof- FREE period of 24 hours, starting at 2359hrs the day the consignment is received; PER DAY	£12.00	£15.00		
or otorage charges				

E Storono obovenos*

 Completion of Customs declaration (NES) low value, 	
non stat, transhipments	£36.00
 For each (NES) additional heading 	£12.00
 Presentation of Documentation (NES) upon request 	£36.00
 Where a Customs Examination is required (NES) 	£37.25
- Commercial entry(NES)	£40.50
- Disassociation of DUCR/MUCR	£53.00
(Plus re-labelling fees/breakdown/re-contour as applicable)	
- Association of DUCR/MUCR / Closing of AWB entry	£11.70
- Issuance of T1 documentation/NCTS	£60.50

(Including full data capture of FWB & FHL entries)	£14.35
Labelling Including Barcode labelling upon request	£1.50/per piece

7 Aimwayhill proparation perchipmen

- including barcode labelling upon request	£1.50/per piece

General Charges	£ per kilo	£ min
Security Handling for Valuable Carg (Requested by Agent, Carrier or Shipp Section 5 & all Firearm shipments)		
 Secure acceptance and strong room storage As above with Secure escort from/to aircraft (by arrangement only) 		£115.00 £235.00
2. Vulnerable Cargo Handling - per shipe (Requested by Agent, Carrier or Shipper)	nent	£40.60
3. Charges to amend airwaybill - Minor amendments		£36.00
- Amendments involving rating including process	ssing a CCA	£70.00
4. Issue of Trem Cards (Upon request)		£33.10
5. Submission of Data capture for Rep - Electronic entry	orting (Including ICS per entry or Hawb	£3.00

Electronic entryManual entry	per entry or Hawbper entry or Hawb	£3.00 £11.00
6. To provide Proof of Delivery	y in writing	£30.75
T. O'LLI C O WITH	and a select and a select	

7. Sight fee & Witness attendance plus any other special services/escorting requiring attendance - per person, per pass, per hour or part thereof £45.00

* NB: Where a dispute exists that involves parties outside the control of HCH and this dispute causes delays to the clearance and collection of Import consignments, no adjustment of charges will be made in respect of consignments delayed as a result of such dispute

NETWORK DIRECTORY





London Heathrow Airport

T: +44 (0)1928 570120 / F: +44 (0)1928 570220 / E: Darren.Beamer@swissport.com **General Contacts:**

Heathrow Cargo Handling Management

Jeremy Westbrooke – General Manager Heathrow Cargo Handling T +44 (0)208 750 4200

■ jeremy.westbrooke@swissport.com

Satty Kambo - Finance Manager

T +44 (0)208 750 4207

■ satty.kambo@swissport.com

Emma Hagan – Accounts Supervisor

T +44 (0)208 750 4185

E emma.hagan@swissport.com

Michel Cachia (Building 579) – Terminal Manager

T +44 (0)208 750 5548

E michel.cachia@swissport.com

Brian Haines - Operations Manager

T +44 (0)208 750 4174

■ brian.haines@swissport.com

Cargo Facilities

Building 558, Shoreham Road West T +44 (0)208 750 4183

F +44 (0)208 750 4172

E LHR.HCHShiftManagers@swissport.com SITA - LHRFFAF

HCH House, Horton Road, Colnbrook T +44 (0)1753 760910

F +44 (0)1753 760911 E Horton.Ops@swissport.com

SITA - LHRFSAF

Building 579, Sandringham Road T +44 (0)208 750 5548

F +44 (0)208 897 0646 E michel.cachia@swissport.com

SITA - LONPKXH

Cargo Business Development Team

Darren Beamer - Commercial Director

F +44 (0) 7714 138838

■ darren.beamer@swissport.com

John Caine – Business Development Manager M +44 (0)7979 537134

E john.caine@swissport.com

M +44(0)7824 512114 **■** tony.rawlings@swissport.com

United Kingdom and Channel Islands

ABERDEEN (*1) ABZ

T +44 (0)1224 770518 F +44 (0)1224 724737 E abz.cargo@swissport.com SITA ABZFFXH

Open 0600-2130 Mon-Fri, 0600-1200 Sat, 1200-2100 Sun

Manager lain Murray

RELEAST (*1) RES

T +44 (0)28 9442 2574 **F** +44 (0)28 9442 2070

E bfs.cargo@swissport.com **SITA** BFSFFXH **Open** 0700-2100 Mon-Fri, 0830-1630 Sat/Sun

Manager Simon Harvey

BIRMINGHAM (*1) **BHX T** +44 (0)121 782 2447 **F** +44 (0)121 782 2449 **E** bhx.cargo@swissport.com **SITA** BHXFFXH

Open 24 hours Manager Vladimir Bezkorovainyi

BRISTOL (*1) (Avonmouth) BRS

T +44 (0)117 938 1234 **F** +44 (0)117 938 1512

E bristol@wfsuk.aero

Open 0700-2100 Mon-Fri, 0600-0900 Sat

Manager Russell Williams

 CARDIFF (*1)
 CWL – c/o
 Raven Express Logistics

 T + 44 (0)1446 711488
 F + 44 (0)1446 711848

 E justin.stevenson@ravenexpress.co.uk

Open 0700-1900 Mon-Fri

Contact Justin Stevenson

EAST MIDLANDS (*1) EMA

T +44 (0)1332 852822 **F** +44 (0)1332 811904 **E** ema.cargo@swissport.com **SITA** EMAFFX **SITA** EMAFFXH

Open 0600-2359 Mon, 24 hours Tue-Fri, 0001-1300 Sat

Manager James Williams

EDINBURGH (*1) **EDI** – c/o WFS **T** + 44 (0)131 339 7534 **F** + 44 (0)131 317 7211

E wslorach@wfsuk.aero
Open 0530-2130 Mon-Fri, 0530-1200 Sat

Contact Neil Glanvill

GLASGOW (*1) GLA

T +44 (0)141 887 2441 **F** +44 (0)141 889 7291 **E** gla.cargo@swissport.com **SITA** GLAFFXH

Open 0500 - 0200 Mon-Fri, 0600-1400 Sat/Sun Manager Julie Graham

GUERNSEY (*1) GCI

T +44 (0)1481 237715 F +44 (0)1481 236325

E gci.cargo@swissport.com **Open** 0700-1830 Mon-Fri, 0700-1700 Sat, 0800-1630 Sun

Manager Tony Roberts

LEEDS BRADEORD (*1) LBA - c/o WES

T +44 (0)113 250 2669 F +44 (0)113 239 1110

E leeds@wfsuk.aero
Open 0600-2200 Mon-Fri

Manager Paul Hudson

LIVERPOOL (*1) LPL

T +44 (0)151 448 1022 **F** +44 (0)151 448 1673

E lpl.cargo@swissport.com SITA LPLFFXH

Open 0700-2000 Mon-Fri Contact David Hesketh

LONDON GATWICK (*1) LGW

Building H, World Cargo Centre

T +44 (0)1293 555600 **F** +44 (0)1293 567793 **E** LGW.CargoDM@swissport.com

SITA I GWFFXH

Open 24 hours SITA Manager Tony Roberts

LONDON HEATHROW LHR

■ LHR.CargoDutyManagers@swissport.com

LHR.CargoReception@swissport.com
Open 24 hours

Manager Joe Bellfield

Bedfont Road, Staines

T +44 (0)1784 266260 **F** +44(0)1784 266082/262

■ Ihr.dsm@swissport.com

SITA LHRFHCR Open 24 hours

Heathrow Cargo Handling (HCH)* Building 558, Shoreham Road

T +44 (0)208 750 4183 F +44 (0)208 759 1168

E brian.haines@swissport.com SITA LHRFFAF

Open 24 hours Manager Brian Haines

HCH House, Horton Road, Colnbrook

F +44 (0)1753 760911 T +44 (0)1753 760910

E Horton.Ops@swissport.com Open 24 hours **SITA** LHRFSAF

Building 579, Sandringham Road

T +44 (0)208 750 5548 **F** +44 (0)208 897 0646

■ LHR.PIACargoOps@swissport.com SITA I ONPKXH Open 24 hours

Manager Michel Cachia

Manager Brian Haines

*Heathrow Cargo Handling produces its own Terminal

Handling Charges

LONDON STANSTED (*1) STN

T +44 (0)1279 680508 **F** +44 (0)1279 662855 E Stephen.Bond@swissport.com SITA STNFEXH

Tony Rawlings - Business Development Manager

Open 24 hours

Manager Steve Bond

MANCHESTER (*1) MAN

T +44 (0)161 499 6700 **F** +44 (0)161 499 6706 **E** man.cargocsm@swissport.com **SITA** MANC SITA MANCEXH

Open 24 hours

Manager Debra Baddeley

NEWCASTLE (*1) NCL - c/o WFS

T +44 (0)191 286 0495 **F** +44 (0)191 286 0399

E ncl@wfsuk.aero Open 0600-2200 Mon-Thu, 0600-2000 Fri

Manager Daniel Kendal

CENTRAL TRUCKING OFFICE

 T +44 (0)8705 133077
 F +44 (0)8705 133076

 E Matt.Dodd@swissport.com
 SITA MANTRXH

 Manager Matt Dodd
 Manager Matt Dodd

Ireland

T +353 (0)21 431 0987 F +353 (0)21 431 0837 E dave.walsh@swissport.com SITA ORKFFXH
Open 0830-2000 Mon-Fri, 1000-1600 Sat

Manager Dave Walsh

Cargo Terminal 2 T +353 (0)1 8125610 **F** +353 (0)1 844 5020

Open 24 hours Manager David Halligan

Trucking Office DUB

T + 353 (0)1 8444571 **F** + +353 (0)1 8444581 **E** – mick.dunne@swissport.com

Open - 0700-2000 Mon-Fri, 0700-1300 Sat, 0700-1100

Manager - Mick Dunne

SHANNON SNN

T +353 (0)61 472300 **F** +353 (0)61 472347 **E** joe.lenihan@swissport.com **SITA** SNNFFXH

Open 0600-2200 Mon-Fri, 0700-1500 Sat, Sun

Manager Joseph Lenihan