

Rockhampton Airport Charter Advice/Parking Request Form

Privacy Notice: Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.

This form is to be completed when a customer wishes to advise Rockhampton Airport of an incoming/outgoing charter a minimum of 48 hours prior to ensure the appropriate facilities and staff are available to assist on the allocated date and time. Contact the Supervisor Operations on duty on 0448 619 596 or ROKAirportOperations@rrc.qld.gov.au for any queries relating to your charter.



P: 07 4932 9000 | E: enquiries@rrc.qld.gov.au | W: rockhamptonregion.qld.gov.au | PO Box 1860, Rockhampton 4700 | ABN: 59 923 523 766

Customer Details			
Charter/Operating company name:			
Contact name:			
Postal address:			
Preferred contact number:		Email:	
Charter/Parking Details			
<i>Rockhampton Airport Management reserves the right to determine if a particular operation requires assistance to ensure safety and security obligations are met. Prior planning with Airport staff is required to address assistance requirements.</i>			
Type of charter:	<input type="checkbox"/> Domestic	<input type="checkbox"/> International <i>(requires prior approval from the Australian border protection agencies)</i>	
	<input type="checkbox"/> Private	<input type="checkbox"/> Medevac	
Aircraft type:		Aircraft registration:	
Date of arrival:	Arrival time: <i>(local)</i>	Origin:	Flight number:
Date of departure:	Departure time: <i>(local)</i>	Destination:	Flight number:
Contracted ground handling agency:			
Number of arriving passengers:		Number of departing passengers:	
Number of arriving crew:		Number of departing crew:	
Do you require passenger screening? <input type="checkbox"/> Yes <input type="checkbox"/> No		Do you require checked bag screening? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you require airside operational assistance? <i>(between 0730 and 1900 hours daily)</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you require after hours airside operational assistance? <i>(between 1900 and 0730 hours daily)</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No
Additional requirements:			
Fees and Charges			
For a full list of fees and charges please refer to Council's Fees and Charges Schedule .			

OFFICE USE ONLY	Responsible Officer:	Date actioned:
	Arriving via gate number:	Departing gate number:
	Responsible Admin Officer:	Parking bay number: