



June 25, 2026

AIRCRAFT OPERATOR NOTICE

AIRCRAFT LANDING FEE BILLING AND PAYMENTS CHANGE

Dear Kenai Municipal Airport Aircraft Community:

On July 1, 2026, Kenai Municipal Airport ("PAEN") will transition to using PLANEPASS® for landing fees. PLANEPASS® is a purpose-built aircraft billing solution from Vector Airport Systems ("Vector") for billing and accounts receivable management. Vector's PLANEPASS® team will bill and manage all payments for PAEN's landing fees incurred July 1, 2026, and thereafter. Accompanying this notice is the official Authorization to Bill letter. Please note that, currently, PLANEPASS® applies to landing fees and not any other fees issued by the Airport. Upon implementation of PLANEPASS®, payments for landing fees made at the Airport or to the Airport will not be accepted. Under the landing fee program, based aircraft are subject to landing fees.

"Landing Fees" is a commonly used term that refers to aircraft operating fees. **"Landing fees" for PAEN are currently charged using the time of arrival.**

Vector will send invoice(s) in August for July's billable landing fee activities and all billable activities thereafter to the **aircraft's operator or management company.**

For more information on making payments and to update your billing contact information, please visit Vector's self-service portal at <https://operator.planepass.com>. If you need to contact Vector, please use billing@vector-us.com or call 1-888-588-0028 Option 1. Vector has an in-house, US based customer service staff who are available Monday through Friday, 9 a.m. - 7 p.m. EST, excluding most US federal holidays.

Please do not hesitate to contact Julie Semmens at the Airport Administration office by emailing jsemens@kenai.city or at 907-283-8281 should you have any questions regarding this Notice.

Sincerely,

Julie Semmens

Airport Administration