

# The Hub of Business Aviation



**MEBAA**<sup>TM</sup>  
SHOW

**10 - 12 DECEMBER 2024**  
DWC, Dubai Airshow Site

## AIRCRAFT MANUAL



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## MEBAA2024: AIRCRAFT MANUAL INTRODUCTION

Welcome to the MEBAA Show 2024 and thank you for taking part in this prestigious event.

This Aircraft Manual is intended for the use of pilots & exhibitors participating in the MEBAA Show 2024 and can be used as a guide to all Static Park related enquires.

Mandatory forms Application to Present Aircraft & Confirmation of Aircraft Insurance are included on pages 17 and 18 and must be returned by the **15<sup>th</sup> November 2024** to ensure smooth handling of your aircraft at the show.

Pilots and exhibitors are advised to read this manual thoroughly and where queries arise seek clarification from the Organiser:

### **Operations Team**

**F&E LLC FZE an Informa Company**

Tel: +9714 603 3300

Email: [aircraft@informa.com](mailto:aircraft@informa.com)

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## Section 1: GENERAL INFORMATION

### Arrival Permission to land in Dubai:

It is necessary to obtain prior permission to land in Dubai. In order to gain DCAA approval & apply for slots please send your request to ACL International:

Tel: +44 (0) 208 564 0626

Mob: +971 (0) 4 50 45824

Email for slot request: [slots@acl-international.com](mailto:slots@acl-international.com)

Email for enquiry: [current\\_season@acl-uk.org](mailto:current_season@acl-uk.org)

### Customer Demonstrations:

Exhibitors may carry out customer demonstrations during the MEBAA Show 2024, though these will need to take place before or after the MEBAA Show 2024 event open hours, once the official permissions have been granted by the appropriate authorities. Aircraft movement on the static area during show hours is not permitted. Demo flights can be arranged through JETEX Flight Services and the information you will require is available from them, this will include Aerodrome information, Maps & Meteorological data. Please note that if you wish to carry out demo flights your aircraft will be positioned on the static close to the rear fence so that it may be moved in and out of the static park with minimum or no disruptions to other aircraft.

### Tow-bars:

Exhibitors are required to provide a tow-bar for each aircraft presented, suitably identified & available for all the aircrafts movements. Exhibitors are responsible for the connection & disconnection of the tow-bars. The pilots or a member of the exhibitor's ground crew will be required to operate the aircraft brakes during all ground movements.

### Aircraft Parking:

Upon arrival, aircraft will be allocated a parking position within the static park. Exhibitors are required to ensure that either a pilot or a member of the ground crew is contactable at all times in the event that the organisers require the aircraft to be moved. Exhibitors are also to ensure the aircraft are moved promptly and as directed by the organisers & Aircraft Static Manager.

Aircraft not available for positioning by **09:00am** on **7<sup>th</sup> December 2024** may lose their place on the static park.

### Arrival Procedure:

Aircraft need to be available for placement on the static park no later than **09:00am** on **7<sup>th</sup> December 2024**. Upon arrival or at the first opportunity there after, the captain of each exhibiting aircraft must report to the Aircraft Manager in the organisers office for registration. The office will be clearly sign posted within the exhibition hall and will be operational between the hours of 08:00am-18:00pm (local time) **from 5<sup>th</sup> December to 13<sup>th</sup> December 2024**.

### Immigration & Customs:

After landing, if you have booked FBO services through Jetex you will be met by Jetex courtesy vehicle & escorted to the FBO terminal for immigration & customs formalities.

## **Departure Procedure**

Exhibiting aircraft are required to remain on the static park until the show closes at 18:00pm (local time) on the last day of the exhibition, **12<sup>th</sup> December 2024**. Departures should be planned accordingly and flight plans can be submitted to JETEX Flight Services.

## **Security**

Exhibitors are required to ensure that aircraft on the static park are attended at all times during the exhibition open hours.

## **Meteorological Facilities**

JETEX Flight Services can provide this service and regular updates. All enquires can be addressed to the following:

### **JETEX Flight Support**

Al Maktoum International Airport, VIP Terminal

JETEX FBO, Dubai World Central

T: +971 4 2124900

M: +971 50 440 6400 – 24/7

E: [fbo-dwc@jetex.com](mailto:fbo-dwc@jetex.com)

Radio Frequency: 128.575MHz

Anas Agassi

FBO Manager

M: +971 56 990 4255

FBO Operations 24/7

T: +971 56 171 7225

E: [fbo-dwc@jetex.com](mailto:fbo-dwc@jetex.com)

## Section 2: GROUND SUPPORT EQUIPMENT & FBO SERVICES

AEM International are the official ground support equipment (GSE) suppliers for the MEBAA Show 2024.

**AEM International**

Mr Ulrich Koch

Tel: +1 514 695 1331

Mobile: +1 514 887 0798

Fax: +1 514 695 1344

[ukoch@aeminternational.com](mailto:ukoch@aeminternational.com)

[www.aeminternational.com](http://www.aeminternational.com)

**Services include:**

Ground Power Units (GPU)

Air Conditioning Units (ACU)

Electrical Services

Additional Labour

## Air Conditioning Reservation Sheet, Static Display

Your Order Information

**Air Conditioning Units**      Final billing will reflect an additional USD\$ 250 setup charge per unit.

	COMPANY	SPACE NO.	QUANTITY	PRICE per unit	TOTAL
<p><b>3 Ton Unit</b>  <small>220V 1phase 30amp 10KVA (60Hz)</small></p>				US\$ 3,950	
<p><b>5 Ton Unit</b>  <small>220V 1phase 30amp 10KVA (60Hz)</small></p>				US\$ 4,950	

**\*ELECTRICAL POWER TO SUPPORT EACH UNIT WILL NEED TO BE ORDERED SEPARATELY.  
PLEASE REFER TO THE ELECTRICAL ORDER FORM TO PLACE YOUR ELECTRICAL REQUIREMENTS FOR EACH UNIT**

Your Company Information

*(or paste business card here)*

Company Name:

Address:

Contact Name:

Phone Number:

Fax Number:

**For order confirmation, please attach Completed Method of Payment Form**

Please email your order to to **Ulrich Koch** at [ukoch@aeminternational.com](mailto:ukoch@aeminternational.com) before **November 06, 2024**  
Availability and price per unit is not guaranteed after November 06, 2024.

**For further information please contact Ulrich Koch at +1 (514) 695 1331 or  
email: [ukoch@aeminternational.com](mailto:ukoch@aeminternational.com)**

AEM International, 40 PlaceMadison, Hudson, QC J0P JH0  
Tel: 514 695 1331 Fax: 514 695 1344 [www.aeminternational.com](http://www.aeminternational.com)

## GPU Reservation Sheet, Static Display

Your Order Information

### Ground Power Units

Final billing will reflect an additional USD\$ 250 setup charge per unit.

	COMPANY	SPACE NO.	QUANTITY	PRICE per unit	TOTAL
<b>28V DC Unit</b> <small>220V 3phase 25amp - 10KVA (50 or 60Hz)</small>				US\$ 3,950	
<b>AC 400hz Unit</b> <small>380V 3phase 40Amp - 30 KVA (50 or 60Hz)</small>				US\$ 4,950	

**\*ELECTRICAL POWER TO SUPPORT EACH UNIT WILL NEED TO BE ORDERED SEPARATELY.  
PLEASE REFER TO THE ELECTRICAL ORDER FORM TO PLACE YOUR ELECTRICAL REQUIREMENTS FOR EACH UNIT**

### Your Company Information

*(or paste business card here)*

Company Name:

Address:

Contact Name:

Phone Number:

Fax Number:

**For order confirmation, please attach Completed Method of Payment Form**

Please email your order to to **Ulrich Koch** at [ukoch@aeminternational.com](mailto:ukoch@aeminternational.com) before November 06, 2024  
*Availability and price per unit is not guaranteed after November 06, 2024.*

**For further information please contact Ulrich Koch at +1 (514) 695 1331 or email: [ukoch@aeminternational.com](mailto:ukoch@aeminternational.com)**

AEM International, 40 PlaceMadison, Hudson, QC J0P JH0  
 Tel: 514 695 1331 Fax: 514 695 1344 [www.aeminternational.com](http://www.aeminternational.com)



**DEADLINE: NOVEMBER 6, 2024**

**Stand Name:** .....

**Invoice to** .....

(Company .....

Address) .....

.....

.....

**Contact** .....

**Tel No.** .....

**Fax No.** .....

**Email** .....

Return to:

**AEM International**  
 40 Place Madison, Hudson,  
 QC, Canada, J0P 1H0

Fax: +1 514 695 1344  
 Tel.: +1 514 695 1331  
 E-mail: [ukoch@aeminternational.com](mailto:ukoch@aeminternational.com)

Code	Refer to AEM's GPU-Aircon order forms for KVA requirements		Unit Price		TOTAL
			Price until Nov 06 2024	Price after Nov 06 2024	
E321	<b>Main</b> Electrical service, including generator and connections for air conditioners and GPU, per KVA	___KVA	US\$ 195.00	US\$ 205.00	
2EL - 02134	<b>Additional Labor</b> <input type="checkbox"/> Additional labor per hour		US\$ 104.00	US\$ 124.00	

① Order received after <b>Nov 06 2024</b> are subject to additional charges ② Additional labor charges apply to equipment not supplied by AEM international.	TOTAL ELECTRICAL	US\$
	TOTAL ADDT'L LABOR	US\$
	<b>TOTAL AMOUNT</b>	<b>US\$</b>

### Air Conditioning Reservation Sheet, Static Display

Your Order Information

**High Pressure Air Conditioning Units** Final billing will reflect an additional US\$ 250 setup charge per unit.

	COMPANY	SPACE NO.	QUANTITY	PRICE per unit	TOTAL
<p><b>50 Ton</b> High Pressure Unit <small>400V 3phase 100amp - 40KVA (60Hz)</small></p>				<b>US\$ 18,900</b>	

*\*ELECTRICAL POWER TO SUPPORT EACH UNIT WILL NEED TO BE ORDERED SEPARATELY.  
PLEASE REFER TO THE ELECTRICAL ORDER FORM TO PLACE YOUR ELECTRICAL REQUIREMENTS FOR EACH UNIT*

Your Company Information

*(or paste business card here)*

Company Name:

Address:

Contact Name:

Phone Number:

Fax Number:

**For order confirmation, please attach Completed Method of Payment Form**

Please email your order to to **Ulrich Koch** at [ukoch@aeminternational.com](mailto:ukoch@aeminternational.com) before November 06, 2024  
*Availability and price per unit is not guaranteed after November 06, 2024*

**For further information please contact Ulrich Koch at +1 (514) 695 1331 or email: [ukoch@aeminternational.com](mailto:ukoch@aeminternational.com)**

AEM International, 40 PlaceMadison, Hudson, QC J0P JH0  
 Tel: 514 695 1331 Fax: 514 695 1344 [www.aeminternational.com](http://www.aeminternational.com)

## METHOD OF PAYMENT FORM

**NAME of Show:** MEBAA Show 2024 Dubai UAE

**Company Name & Booth Number:** \_\_\_\_\_

**Invoice to:** \_\_\_\_\_  
 (Company Address) \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Tel No:** \_\_\_\_\_

**Mobile:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Ensure all payments are received prior to the event**

<input type="checkbox"/> <b>COMPANY CHECK</b>  Please make check payable to <b>AEM Logistics Inc</b> Checks must be in US funds drawn on a US or Canadian bank. ("US FUNDS" MUST BE PRE-PRINTED on Canadian checks.)	<input type="checkbox"/> <b>BANK TRANSFER:</b> <b>Royal Bank of Canada:</b> 610, St Jean Blvd, Pointe Claire, Quebec, Canada H9R 3K2 <b>Bank # 003 – Transit # 02755</b>  <b>Account No: # 07191-4001921 – ABA # 021000021</b>  <input type="checkbox"/> BIC/SWIFT* ROYCCAT2 ABA # 021000021 <input type="checkbox"/> Recipient: AEM Logistics Inc (514) 695 1331  Please reference <i>name of show</i> and <i>company name</i> on all bank transfers so we may properly credit your account. <u>Note: Customers are responsible for any bank processing fees.</u>
<input type="checkbox"/> <b>CREDIT CARD</b>  For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. Please complete the information requested below:	



Account No.:

Expiry Date:

Personal Credit Card

Company Credit Card

Cardholder Name (*Print*):

Signature:

Cardholder Billing Address:

City / State / Zip:

Email Address For Invoice Notifications:

**TOTAL US\$:**

*JETEX Flight Services are the Official FBO & Ground handling supplier for the MEBAA Show 2024*

### JETEX Flight Support

Anas Agassi, FBO Operations Manager  
 M: +971 56 990 4255  
 Email: [anas.agassi@jetex.com](mailto:anas.agassi@jetex.com)

FBO Operations 24/7  
 Tel: +971 56 171 7225  
 Email: [fbo-dwc@jetex.com](mailto:fbo-dwc@jetex.com)

#### Services include:

- Push back tractors
- Tow trucks
- Passenger Steps
- FBO facilities
- Customs & Immigration
- Visa arrangement
- Toilet & water service if required
- Parking
- Airside transportation when needed
- Fuel Services & Oils

### Fuel Services

Jetex are pleased to offer all MEBAA Show 2024 exhibitors special fuel rates during the event.

IATA	ICAO	Airport Name	Base Price	Differential
DWC	OMDW	Dubai World Central	TBC'd	TBC'd

For Fuel inquiries or assistance contact us via the below details:

Name	Telephone	Mob	Email
Mohamad Khoudair	+971 4 2124080	+971 56 402 3050	<a href="mailto:mhd.khoudair@jetex.com">mhd.khoudair@jetex.com</a>

**JETEX FBO Special Event Rates (All prices are in USD\$):**

**BASIC GROUND HANDLING CHARGES:**

MTOW In Ton	Stay Over Flight
0-4	US\$ 515
4.1-13	US\$ 1067
13.1-35	US\$ 1360
35.1-50	US\$ 1995
50.1-90	US\$ 2900
90+	US\$ 3500
Wide bodies	US\$ 4000
A380	US\$ 4900

**AIRPORT SERVICES:**

Landing/Take – off	Price per ton
Up to 4.5	US\$ 3.70
4.5-45	US\$ 4.20
45+	US\$ 4.70

More overleaf.....

**RAMP SERVICES & EQUIPMENT: (All prices are in USD\$)**

Services	Quantity	Price
ACU – N – Bodied (outside static area)	Per Hour or Part Thereof	US\$ 400
ACU – W – Bodied (outside static area)	Per Hour or Part Thereof	US\$ 450
ASU: Aircraft N-Bodied (outside static area)	Per Aircraft Start	US\$ 455
ASU: Aircraft W – Bodied (outside static area)	Per Aircraft Start	US\$ 595
Airside passes	Per pass	US\$ 300
Assistance for visa issue	Per pass	US\$ 60
Conveyor belt	Per hour or part thereof	US\$ 375
Custms & immigration charges	Per service	US\$ 232
Dolly-trolley	Per hour or part thereof	US\$ 67
Nitrogen cart	Per use	US\$ 426
Oxygen cart	Per use	US\$ 477
GPU N- Bodied (outside static area)	Per Hour or Part Thereof	US\$ 350
GPU W-Bodied (outside static area)	Per Hour or Part Thereof	US\$ 350
Passenger Air Stairs (outside static area)	Per Hour or Part Thereof	US\$ 295
Passenger Air Stairs	Per day	US\$ 2500
Passenger fee	Per passenger	US\$ 39
Provision of Wing Walkers	Per service	US\$ 20
Push Back	Per push	US\$ 375
Slot application	Per movement	US\$ 35
Slot modification	Per service	US\$ 15
Toilet services N- Bodied	Per service	US\$ 165
Toilet services W – Bodied	Per service	US\$ 246
Towing:	Per one-way tow	US\$ 595
Towing: (Long)	Per one-way tow	US\$ 750
Water services	Per Service	US\$ 193

Additional labour (skilled)	Per Service	US\$ 75
Additional labour (unskilled)	Per Service / Per hour	US\$ 69
Tractor (with Driver)	Per Hour or Part Thereof	US\$ 191
Headset	Per Service	US\$ 125
Wheel Chocks	Per Service	US\$ 75
Fire Truck	Per Service	US\$100
Airside Bus Transportation	Per Way	US\$ 250
Airside Crew Transportation	Per Way	US\$ 200

**Jetex Remarks (Terms & Conditions)**

- Other Airside Services available upon request.
- Disbursement Fee: 9% will be added to all third party charges (for services not provided by Jetex)
- A night surcharge 25% will be applied on ground handling charge for flights operating between 22:00pm and 06:00am local time, and during public holidays
- Standby charges apply for all ramp equipment. In case of any cancellations, 50% of the total equipment charges will be applied
- FBO flight transfer charges: USD\$ 750 per flight

## HANDLING REQUEST FORM

Please complete and return all sections of this application form and return to: [fbo-dwc@jetex.com](mailto:fbo-dwc@jetex.com)

MEBAA Approval / Reservation Number: \_\_\_\_\_

Customer : \_\_\_\_\_ Operator : \_\_\_\_\_

Billing To : \_\_\_\_\_ Payment Method :  Cash  Credit

For handling confirmation, please advise the method of payment

Company Name : \_\_\_\_\_ Company Address: \_\_\_\_\_  
(As it will appear on exhibitor listing)

Contact Person: \_\_\_\_\_ Job Title: \_\_\_\_\_

Tel. : \_\_\_\_\_ Fax: \_\_\_\_\_

Website : \_\_\_\_\_ Email: \_\_\_\_\_

Invoice Address : \_\_\_\_\_ Company Address: \_\_\_\_\_  
(If different)

Contact Person: \_\_\_\_\_ Job Title: \_\_\_\_\_

Tel. : \_\_\_\_\_ Fax: \_\_\_\_\_

Website : \_\_\_\_\_ Email: \_\_\_\_\_

### EXHIBITOR INFORMATION

Additional Names: \_\_\_\_\_

Aircraft Type: \_\_\_\_\_ Registration: \_\_\_\_\_

Call Sign: \_\_\_\_\_ MTOW: \_\_\_\_\_

Schedule: \_\_\_\_\_ ETA: \_\_\_\_\_ ETD: \_\_\_\_\_ Handler: \_\_\_\_\_

Static Stand Allocation Reference: \_\_\_\_\_

### SERVICES

- |  |   |
|--|---|
| <input type="checkbox"/> Flight Transfer (Towing from parking to staging area) | <input type="checkbox"/> Towing (Towing from staging to static display) |
| <input type="checkbox"/> Assistance for visa issue                             | <input type="checkbox"/> Airsides passes                                |
| <input type="checkbox"/> Customs & Immig Charges                               | <input type="checkbox"/> Provision of Wing Walkers                      |
| <input type="checkbox"/> Nitrogen Cart   | <input type="checkbox"/> Oxygen Cart                                    |
| <input type="checkbox"/> Toilet Services (Below 50tons)                        | <input type="checkbox"/> Passenger Fee                                  |
| <input type="checkbox"/> Dolly - Trolley                                       | <input type="checkbox"/> Conveyor Belt                                  |
| <input type="checkbox"/> Passenger Air Stairs                                  | <input type="checkbox"/> Filling Flight Plan                            |
| <input type="checkbox"/> Push Back   | <input type="checkbox"/> Slot Application                               |
| <input type="checkbox"/> Water Services  | <input type="checkbox"/> Fuel   |

### FOR OFFICE USE ONLY

Trip Number : \_\_\_\_\_ Payment Method: \_\_\_\_\_

TCE Number : \_\_\_\_\_



### SECTION 3: AIRCRAFT CLEANING SERVICES

AEM Logistics have been appointed the official aircraft cleaning provider for the MEBAA Show 2024 static area.

**Services include:**

- Bright-Work Polishing
- Standard Show Service
- Exterior Only (prior to event)
- Interior Only (prior to event)
- Boots
- Other Services On Request

For all service requests, questions, or concerns please contact:

**Tyler Harper:** +1 514 695 1331  
[tharper@aemlogistics.com](mailto:tharper@aemlogistics.com)

Completed order forms should also be returned in copy to:

[support@aemlogistics.com](mailto:support@aemlogistics.com)

## Aircraft Detailing Request Form

Aircraft Model	Services Requested	Price
<b>Total</b>		<b>US\$:</b>

**\*Pricing provided is based on event, aircraft type and services requested.**

**Show Cleaning Includes:**

- Interior detail and vacuum, cockpit cleaning and exterior detail prior to event.
- Interior and exterior touch-ups during event.
- Interior touch-up at conclusion of event.

**Additional Services Available:**

- Carpet Protection Film - replaced as needed during event.
- Brightwork - polishing of leading edges and engine inlets.
- Boots - to be cleaned and coated / shined.

\*Further services are available at your request.

**Your Company Information**

*(or paste business card here)*

Company Name:

Address:

Contact Name:

Phone Number:

Fax Number:

**For order confirmation, please attach Completed Method of Payment Form**

Please email [tharper@aemlogistics.com](mailto:tharper@aemlogistics.com) for service requests/qoutes.  
 For further information please contact us at +1 (514) 695 1331 or  
 email: [support@aemlogistics.com](mailto:support@aemlogistics.com)

## METHOD OF PAYMENT FORM

**Name of Show:** MEBAA Show 2024 Dubai

**Company Name:** \_\_\_\_\_

**Booth No:** \_\_\_\_\_

**Company Address:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Tel No:** \_\_\_\_\_

**Mob No:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Ensure all payments are received prior to the event**

**COMPANY CHECK**

Please make check payable to **AEM Logistics**  
 Checks must be in US funds drawn on a US or Canadian bank.  
 ("US FUNDS" MUST BE PRE-PRINTED on Canadian checks.)

**CREDIT CARD**

For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. We only accept MASTERCARD & VISA.

**BANK TRANSFER**

**Royal bank of Canada**, 610 St. Jean Blvd., Pointe Claire, Quebec, Canada, H9R 3K2 Instituion # 003 – Transit # 02755

**Account No: # 07191 – 4001921**

- ABA # 021000021
- BIC / SWIFT\* ROYCCAT2
- Recipient: AEM Logistics Inc. (514) 695 1331

Please reference *name of show* and *company name* on all bank transfers so we may properly credit your account.

Note: Customers are responsible for any bank processing fees.



Account No.:

Expiry Date:

Personal Credit Card

Company Credit Card

Cardholder Name (*Print*)

Signature

Cardholder Billing Address:

City / State / Zip:

Email Address For Invoice Notifications:

**TOTAL US\$:**

**MEBAA2024: APPLICATION TO PRESENT AIRCRAFT  
TO BE RETURNED BY ALL EXHIBITORS DISPLAYING AIRCRAFT IN THE STATIC PARK**

*A SEPARATE FORM MUST BE COMPLETED IN RESPECT OF EACH AIRCRAFT*

**A. EXHIBITOR**

Exhibiting Company or Unit	Tel No.
Address	Tel No.
24 hour Contact Person	Tel No.
Email	Fax No.

**B. APPLICATION**

We apply to present the following aircraft at the **MEBAA Show 2024** (tick as appropriate)

- a) In the aircraft Static Display Park only
- b) For customer demonstration flights in addition to a)

Aircraft Type	Weigh Empty	(lb / kg)
Design Role	Weigh Operating	(lb / kg)
Engines Type and Number	Registration No.	
Wingspan	Tail Span	(ft/metres)
Overall Length	Main Wheel Track	(ft/metres)

**C. DISCLAIMER**

- i) Aircraft are required to be ready for positioning on the static park no later than **7<sup>th</sup> December 2024 at 9:00am**. Aircraft arriving after this time cannot be guaranteed a position.
- ii) Aircraft are required to remain on the static park for the duration of the exhibition.
- iii) Aircraft will be positioned according to the Organisers' decision.

**DECLARATION:**

We declare that;

- (a) The aircraft will be maintained and serviced in accordance with its current schedules.
- (b) Operation of the aircraft into and out of Dubai will be controlled in a manner consistent with the airfield's operational facilities, characteristics and limitations.
- (c) The nominated pilots will be appropriately qualified and proficient on the aircraft type, and will be capable of complying with the briefing and control instructions given in the English Language.

*We have read the Organisers Regulations governing the exhibition and presentation of the aircraft and we hereby agree to be bound by the provisions thereof. We note and agree that, if exhibited, the aircraft will be exhibited for the whole period of the MEBAA Show 2024, Tuesday 10<sup>th</sup> December through till Thursday 12<sup>th</sup> December 2024.*

Please send a copy to the following person no later than **15<sup>th</sup> November 2024** to:

**F&E LLC FZE an Informa Company**

MEBAA Show 2024  
PO Box 371391  
Dubai, UAE

Tel: +9714 603 3300  
Fax: +9714 701 7226  
Email: [aircraft@informa.com](mailto:aircraft@informa.com)

**MEBAA2024: CONFIRMATION OF AIRCRAFT INSURANCE**

**Deadline: 15<sup>th</sup> November 2024**

Exhibitors should request that their insurance companies complete the following form and return to the organisers before the date stated above.

**This form must be returned by all exhibitors presenting aircraft at the MEBAA Show 2024**

NAME OF EXHIBITOR

---

NAME OF INSURER / AUTHORISED BROKER

---

ADDRESS OF INSURER / AUTHORISED BROKER

---

We, being Insurers / Authorised Brokers, confirm that insurance has been affected by the above named Exhibitor as detailed below:

- I. Third Party Risks (including passengers) Insurance has been affected by the Exhibitor in accordance with Regulations as detailed overleaf.
- II. F&E LLC FZE an Informa Company, & MEBAA as Organisers, and the Government of Dubai, its servants and or agents, have been added as an additional insured or for the purpose of compliance with the IMPORTANT NOTICE overleaf, such addition being limited to the period of the Exhibitor’s participation in the Exhibition.
- III. The wording of the Appendix to the Exhibition Regulations overleaf is incorporated in the policy as required under Regulation x.1 of the General Conditions and Regulations.
- IV. The total limit of the above Exhibitor’s existing Third Party Risks Insurance is USD \_\_\_\_\_
- V. The limit of the above Exhibitor’s Third Party Risks (including passengers) Insurance in respect of their participation in the MEBAA Show 2024 is USD \_\_\_\_\_  
*(minimum USD\$ 50,000,000 Fifty Million US Dollars)*
- VI. The insurance above referred to has be effected in respect of the entirety of the period of the Exhibitor’s attendance and presence at the site of the Exhibition and participation or involvement in the MEBAA Show 2024 to take place between 10<sup>th</sup> – 12<sup>th</sup> December 2024 inclusive together with all and any period prior to or after those dates during which The Exhibitor shall be flying to, at, or from the Exhibition.
- VII. We acknowledge that provision of the insurance above referred to is a condition of the Organisers, breach of which will prevent participation by the Exhibitor at the Exhibition and further that the Organisers shall and do rely upon the accuracy in all material respects of this Certificate.

COMPANY STAMP OF INSURER / AUTHORISED BROKER	DATE
--	------

Please send a copy to the following person no later than **15<sup>th</sup> November 2024** to:

**F&E LLC FZE an Informa Company**

MEBAA Show 2022

PO Box 371391

Dubai, UAE

Tel: +9714 603 3300

Fax: +9714 701 7226

Email: [aircraft@informa.com](mailto:aircraft@informa.com)

## **GENERAL CONDITIONS AND REGULATIONS INSURANCE IN CONNECTION WITH THE PRESENTATION OF AIRCRAFT**

### **X.1. Requirements**

Exhibitors are required to effect their own Third Party (including passengers) Insurance, to which F&E LLC FZE an Informa Company, & MEBAA, as Organisers, and the Government of Dubai, its servants and or agents must be added as an additional insured. No claim by way of subrogation shall be made under any such policy in any circumstances against the Organisers or against the Government of Dubai, its servants and or agents. The policy must incorporate the wording shown in the Appendix of these Regulations. The limit of the Insurance must be whichever is the higher of:

- i. The total limit of the Exhibitors existing Third Party (including passengers) Insurance. OR
- ii. Not less than **USD\$ 50,000,000** for any one accident.

### **X.2. Confirmation**

Exhibitors are required to submit confirmation to the organisers on the Insurance Form by no later than 15<sup>th</sup> November 2024. Confirmation from their insurers or authorised insurance Brokers that the Exhibitor's liability has been insured in accordance with Regulation X.1. Specifying the limit, and that the policy includes the wording of the APPENDIX to this section.

Note: Where an exhibitor has a stand or chalet, his Third Party risks in respect there of must be insured in accordance with the requirement of General Condition 23 and 24 as shown on the Exhibition and Chalet Space Application Forms. See also Exhibitors Information Manual.

**X.4.** Attention is drawn to the fact that Exhibitors who borrow aircraft, engines, instruments, accessories, or parts from a Government Department may additionally be required under the terms of any Loan Agreement to effect specific insurances with which all Exhibitors concerned must comply.

**APPENDIX, IMPORTANT NOTICE:  
WORDING TO BE INCORPORATED IN THE INSURANCE POLICY**

IT IS HEREBY UNDERSTOOD AND AGREED THAT in connection with the Exhibition and Static Park organised by F&E LLC FZE an Informa Company, & MEBAA during 10<sup>th</sup> – 12<sup>th</sup> December 2024.

- I. Subject to the policy coverage and the policy limits the Insurers shall indemnify the Insured Event Organisers and the Government of Dubai, its servants and or agents, against public liability as well as against liability arising under any regulations incorporated in any agreement between the Insured and the organisers and the Government of Dubai, its servants and or agents and also under any Loan Agreement with any Government Department, but excluding:
  - a) Loss or damage to the aircraft loaned
  - b) Any charge for the loan of the aircraft
- II. No tickets of admission shall be required to contain any disclaimer of liability.
- III. In respect of accidents arising whilst the insured aircraft are operating from Al Maktoum International Airport (*DWC*) Dubai, during the period of the Exhibition or whilst the aircraft are flying between their home base and Dubai 'en route' to participate in the Exhibition or returning to base from the Exhibition if any Third Party suffers death, bodily injury anywhere and caused by an aircraft insured by this policy THE INSURERS WITHOUT RAISING AS A DEFENCE:
  - c) That the Insured were not legally the owners of any aircraft loaned to the Insured, **OR**
  - d) That spectators voluntarily accept the risk of injury or damage or are in any worse legal position than ordinary wayfarers, **OR**
  - e) Any other purely technical defence

**WILL PAY:**

Compensation in respect of any one person up to an amount not exceeding USD\$ 200,000 which in the opinion of Leading Counsel mutually agreed between the Insurers and the Insured is adequate taking into consideration any contributory negligence.

**PROVIDED THAT:**

If any Third Party refuses to accept the amount of compensation offered then the Insurers shall be free to raise any defence to such claim and thereafter if such defence succeeds Insurers shall not be liable under the Policy to make any payment in respect of that Claimant.

- IV. Notwithstanding the limit of USD\$ 200,000 applicable to automatic compensation payments under the provision of clause 3 above, the amount of indemnity payable under this memorandum for sums which the Insured may become legally liable to pay in respect of any one person will be unlimited but always subject to the maximum limit of indemnity stated in the Policy as payable in respect of any one accident or occurrence.
- V. Except as expressly stated this endorsement is subject to the terms and conditions of the Policy.  
Note: Regulations X.1. and X.2. require the inclusion of this endorsement in the Exhibitor's Insurance Policy and written confirmation from the Insurers or authorised brokers that the Organisers' requirements have been met.