



FACT Sheet Cargo Flight Request / Adhoc Cargo Flights / Cologne Bonn Airport (CGN)

Introduction:

Cologne Bonn Airport is hereby establishing a streamlined procedure to simplify cargo flight requests. For any cargo flight request beyond the scheduled flights, the following guideline applies:

Flight event within 7 business days in the future: Contact the AOCC CGN (Details below).

AOCC CGN will do their best to respond to you with reliable feedback within 90min.

Flight event more than 7 business days in the future: Contact the AOCC CGN (Details below). AOCC CGN may have to correspond with capacity management department internally or forward you. In this case an answer is expected during their office hours mon-fri 08:00-16:00h.

Please note:

Airport slot has to be requested by applicant. Cargo Flight Request Form is not mandatory for requesting an airport slot, nonetheless should be send before to ensure that all airport resources needed are available at requested time.

1. Contact us:

Single Point of Contact (SPOC) 24/7:
Airport Operation Control Center (AOCC)
Phone: +49 (0) 2203 40 5836
Mail: aocc@koeln-bonn-airport.de

2. Mandatory Data

Date of event
Contact info
Flight Number
ETA

A/C → The form „Cargo Flight Request“ shall be used for the request.

3. Response

After checking all resources the AOCC will inform the requesting airline/handlingagent about the decision via the provided contact data.

AOCC Airport Operations Control Center	CARGO FLIGHT REQUEST		 Köln Bonn Airport Konrad Adenauer
AOCC@KOELN-BONN-AIRPORT.DE +49 (0) 2203 40 5836	AUTHOR VERSION	HEIB 1.2	DATE OF EVENT*

1.0. APPLICANT

NAME AIRLINE + HANDLING + EMAIL*		PLEASE NOTE APPLICANT IS RESPONSIBLE FOR AIRPORT SLOT REQUEST. TOWING-AVAILABILITY MUST BE ENSURED AT ALL TIMES. ADVISE OF LONG-TERM PARKING.
POSTAL ADDRESS		
VAT-ID		
PHONE*		

1.1. FLIGHT INFORMATION INBOUND

FLIGHT NUMBER*		ORIGIN	
AC TYPE*		STA CGN	
REGISTRATION		TYPE OF FLIGHT	

1.2. FLIGHT INFORMATION OUTBOUND

FLIGHT NUMBER*		DESTINATION	
AC TYPE*		STD CGN	
REGISTRATION		TYPE OF FLIGHT	

1.3 REMARKS/DETAILS/SPECIALS (E. G. AVI, NOSE LOADING, DGR CLASS..)

1.4 TECHNICAL DETAILS

	TOW-BAR ON BOARD? Y N
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2.0. QUERY BY CGN

PARTNER	Y/N	REMARKS
CBCC/FIEGE		
HA		
BO		

2.1. APPROVAL

APPROVED BY	DATE	TIME	AVAILABLE AS REQUESTED