Paperwork Associated with Landings:
Prior to the scheduling of any takeoff or landing, verification of a current ROE and valid insurance must occur. If you are unaware of your current ROE status with MPA please reach out to MPA Property at (mpapropertymngt@marylandports.com). In the event a ROE is not in place, you should allow two weeks for processing and sign off.

Per the Maryland Port Administration Prices/Rules Schedule No. 22 dated September 20, 2013:
"3. Charges for aircraft landings and take-offs. ("C")

> The Administration will assess an initial minimum fee of $350.00 per landing/take-off of helicopters at all MPA facilities. In the event the aircraft does not land/take-off within the specified one hour window and the Administration is not notified of the delay, the Administration at its sole discretion will assess an additional charge of $100.00 per hour or fraction thereafter until the aircraft either lands or departs. This charge is to cover Operations, Policing and Administration costs."

Scheduling/Coordinating/Security/Storage/:
Our primary landing zone (LZ) is berth 6 at Dundalk Marine Terminal (DMT), the backup landing zone is berth 13 at DMT. The availability of these LZ's is wholly dependent on vessel traffic and activity. **All landings will be organized around vessel schedules**, as such it is recommended that you not plan to deliver 'just in time' for a sailing. The stevedore and the account must work to breakdown the helicopter and have it towed off the berth within a few hours of landing. It cannot stay on the berth overnight.

MPA will sweep the landing site prior to arrival. No fire watch is provided. MDTA police and MPA personnel are on site during landings/take offs to help with traffic control. We do not provide any covered storage. All labor must be coordinated with the stevedore hired by the customer. If you require additional 3rd party security, please coordinate with MPA security BEFORE contracting out. They can be reached at 410-633-1152.

For Operational Purposes
LANDINGS WILL BE ALLOWED DURING DAYLIGHT HOURS ONLY**.** Helicopter landings require that the shipper provide their own landing signalman. MPA Operations requires a projected ETA by 1500 hours the afternoon before the helicopter's scheduled date of arrival. They also need an updated ETA by 0830 the morning of the helicopters actual arrival date. Please contact the duty operations person for these notifications, their phone number is 410-633-1077. These ETA's are used to alert security and other operations within the terminal, so that they may schedule their work forces accordingly.

All e-mails regarding helicopter operations at DMT please include the duty operations person Mpavesseloperations@marylandports.com, Ryan Barry (rbarry@marylandports.com), and Rockye Truelove (rtruelove@marylandports.com).