

## Procedure for obtaining permission to land at and depart from Pulkovo Airport




1. An airline, an operator acting on the orders of an airline, or a private owner forwards a request to Pulkovo Airport for arrival and aircraft services to the following addresses: [coordination@pulkovo-airport.com](mailto:coordination@pulkovo-airport.com), [ledsp7x@dcs.pulkovo.ru](mailto:ledsp7x@dcs.pulkovo.ru) (to receive permission for a slot).
2. Within two days of receiving a confirmation that the participant is registered for SPIEF 2024, a telegram will be sent from [coordination@pulkovo-airport.com](mailto:coordination@pulkovo-airport.com) to approve aircraft arrival and departure slots at Pulkovo Airport.
3. After receiving the telegram on slot approval, the airline or operator acting under the AIP (Aeronautical Information Publication) will receive permission from the Russian Federation's aviation authorities to execute the flight. FAS permission will only be granted after slots are approved with Pulkovo Airport.

Due to the large number of aircraft arriving at Pulkovo Airport during the Forum, it is imperative that strictly coordinated slots for arrival at and departure from Pulkovo Airport are adhered to. **In the event of a violation, the airport reserves the right not to receive the aircraft and to direct it to a backup airfield to await a possible arrival slot on a first-come, first-served basis. A maximum of 8–10 flights containing Forum participants** can be serviced for arrival and departure per hour. We therefore kindly request that you coordinate your flights well in advance.



During the Forum, the number of spaces for private aircraft will be limited. As long-term parking cannot be provided for all aircraft, you are kindly requested to draw up a flight plan which factors in turnaround and parking of no more than one hour at Pulkovo Airport. Permission for long-term parking will be given by the organizers of the Forum in consultation with Pulkovo Airport.

After the Forum, departure permission for aircraft containing SPIEF participants will be issued no earlier than four hours following the closing of the Forum, in strict compliance with confirmed slots.



### Pulkovo Airport

 41/ZA, Pulkovskoye Shosse, St. Petersburg  
 +7 (812) 337 3822, +7 (812) 337 3444  
 [pulkovoairport.ru](http://pulkovoairport.ru)

### VIP aircraft and passenger service at Pulkovo Airport


 +7 (812) 324 3446, +7 (812) 324 3644, +7 (921) 765 2620, +7 (921) 909 0440  
 [vipservice@pulkovo-airport.com](mailto:vipservice@pulkovo-airport.com)


### Pulkovo Airport lounge for officials and delegations

 +7 (812) 331 4875, +7 (921) 930 1492  
 +7 (812) 704 3343  
 [pul\\_adm3@prsr.ru](mailto:pul_adm3@prsr.ru)

### Pulkovo 3 Business Aviation Centre

 37/5A, Pulkovskoye Shosse, St. Petersburg

 +7 (812) 240 0287, +7 (921) 961 1820, +7 (964) 342 2817

 +7 (812) 240 0288


 [ops@jetport.ru](mailto:ops@jetport.ru)

 [jetport.ru](http://jetport.ru)

SITA: LEDJPXH

AFTN: ULLLJPHX


### **Passenger services at Pulkovo 3 Business Aviation Centre (24 hours)**


 +7 (812) 240 0305, +7 (911) 757 2500

 [sopp@jetport.ru](mailto:sopp@jetport.ru)

### **A-Group Business Aviation Centre**

 17A, Startovaya Ulitsa, St. Petersburg

 +7 (495) 981 3826

 +7 (495) 578 0374


 [client@a-group.aero](mailto:client@a-group.aero)


 [a-group.aero](http://a-group.aero)

SITA: SVOAPXH

AΦTH: UUEEVGRX

### **Passenger traffic services department (24 hours)**

 +7 (812) 677 7650, +7 (921) 449 5157

 +7 (812) 677 7649

 [spbterminal@a-group.aero](mailto:spbterminal@a-group.aero)