



Memorandum

To: Yakima Air Terminal-McAllister Field Aircraft Community

From: Christopher, Airport Director

cc:

Date: Thursday, June 25, 2026

Re: **AIRCRAFT LANDING FEE BILLING AND PAYMENTS CHANGE**

On August 1, 2026, Yakima Air Terminal-McAllister Field ("KYKM") 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 KYKM's landing fees incurred August 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. Based tenants should contact the airport immediately to confirm their status.

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

Vector will send invoice(s) in September for August'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.



Yakima Air Terminal - McAllister Field
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Please do not hesitate to contact Christopher Hopkins, Airport Director, at the Airport Administration office Christopher.Hopkins@YakimaWA.gov or at (509) 575-6260 should you have any questions regarding this Notice.

Sincerely,

Christopher Hopkins

Christopher Hopkins, C.M. A.S.C. A.C.E.
Airport Director
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