



February 16, 2026,

Dear Addison Airport Community,

Effective February 1, 2026, Vector Airport Systems (“Vector”) assumed the billing and collection on behalf of Addison Airport (“KADS”) for customs fees not paid at the payment kiosk while user is clearing customs.

Vector will assess and bill fees in accordance with the Airport’s established Customs Fee schedule located at: <https://www.addisonairport.net/General-Information/U.S.-Customs> Please note that customs fees are calculated using the aircraft’s FAA-certified MTOW.

Vector transmits a monthly invoice to an aircraft’s registered owner or management company after the conclusion of each month. Vector offers a self-service web portal for convenient online bill payments and account management at <https://payment.planepass.com>

Vector’s self-service web portal* allows operators to:

- 1) Make credit card payments
- 2) Update account information including email and postal mail addresses
- 3) View Authorization to Bill letters and W9
- 4) Enroll in electronic invoicing
- 5) View account history
- 6) View and download invoices to .csv files for use in MS Excel

**The portal login is based on your Vector invoice number and Vector operator ID.*

For billing questions or concerns, please contact Vector’s PLANEPASS® billing service team at billing@vector-us.com or (888) 588-0028 Opt. 01.

- *Vector’s office hours are M-F, 9am ET – 7pm ET with most US federal holidays observed*

The Airport’s Administration Office staff may also be reached customs@addisontx.gov or 972-392-4850. As noted above, Addison Airport’s website has further details concerning fees charged by Vector as authorized by the Airport.

Sincerely,

Jaime Edrosa
Airport Director