



*Operated by the Butler County Airport Authority*

December 3, 2025

Dear Pittsburgh-Butler Regional Airport Community,

Effective January 1, 2026, Vector Airport Systems (“Vector”) assumed the billing and collection of landing fees on behalf of Pittsburgh-Butler Regional Airport (KBTP), operated by the Butler County Airport Authority.

“Landing fees” is a commonly used term that refers to aircraft operating fees. **Landing fees for KBTP are currently charged using the time of arrival.**

Vector will assess and bill fees in accordance with the Airport’s established Landing Fee schedule located at: [www.ButlerAirport.com](http://www.ButlerAirport.com). Please note that landing fees are calculated using the aircraft’s FAA-certified Maximum Landing Weight (MLW).

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](mailto: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 [Office@ButlerAirport.com](mailto:Office@ButlerAirport.com). As noted above, KBTP’s website has further details concerning fees charged by Vector as authorized by the Airport.

Sincerely,

Stephanie L. Saracco, AAE  
Airport Manager