

Application for a Foreign Registered Aircraft Permit

under Article 250 of the Air Navigation Order 2016 – Ad-hoc or Charter Permit



This form can be filled in on screen (preferred method) then printed, signed and submitted as instructed. Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink

Before making an application you should familiarise yourself with the guidelines for foreign airlines wishing to operate services to the United Kingdom at www.caa.co.uk/foreigncarrierpermits

Please complete all sections on this application form. Please note: An incomplete form, or failure to submit supporting documentation, may delay your application.

FALSE REPRESENTATION STATEMENT
It is an offence under the UK Air Navigation Order to make, with intent to deceive, any false representation for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. This offence is punishable on summary conviction by a fine, and on conviction on indictment with an unlimited fine or imprisonment or both.

1. OPERATOR TO WHICH THE PERMIT IS TO BE GRANTED (PERMIT HOLDER)

Airline Name:

Nationality of airline: ICAO Designator:

Contact Name:

Air Operator Certificate (AOC) Number:

Correspondence Address:

Telephone inc. Country code: (00)

Email address:

2. APPLICANT IF NOT THE OPERATOR (E.G. BROKER, HANDLING AGENT, ETC.)

Organisation Name:

Nationality of Organisation: ICAO Designator:

Contact Name:

Air Operator Certificate (AOC) Number:

Correspondence Address:

Telephone inc. Country code: (00)

Email address:

3. AIRCRAFT TO BE USED

You will need to provide details of all the aircraft that will enter or leave the United Kingdom in support of this application. You may provide details of aircraft type and registration for up to five (5) aircraft below. Please attach a supplementary sheet with these details if more than five (5) aircraft are to be used. Please read the [guidance notes](#) before completing this section.

	Aircraft 1	Aircraft 2	Aircraft 3	Aircraft 4	Aircraft 5	Please attach supplementary sheets with these details if more than five (5) aircraft are to be used.
Aircraft type						
Registration						
Operator if wet leased						
State of Registry if wet leased						
TCAS II version 7.1 compliant?						Sheets attached? Yes No
If the Permit Holder is UK-licensed, have they applied for or been given a lease approval from the UK CAA for any foreign-registered aircraft identified above?						Yes No

4. FLIGHT SCHEDULE				
Date(s) (DD/MM/ YYYY)	Flight#(s)-use two or three-letter airlinecode ignoring codeshare	Route / Sectors and Timings (Zulu / UTC)- use four- letter airport codes	Origin / Destination for which traffic rights are required from UK	Please tick if this is an all-cargo flight?
I have attached full routing information on a supplementary sheet:				Yes No
Please state the Advanced Passenger Information System(s) (APIS) that you will be using to inform UK Border Force (UKBF) of passenger, cabin and flight crew information. A full list of current API systems can be found here .				
Are these flights being operated on behalf of an ATOL-accredited tour operator? If "Yes", please state name of ATOL holder, or click for more information .		Yes No		
Is this an urgent humanitarian (for example, for disaster relief) or emergency flight (for example, for urgent medical reasons), which is required to take off or land at very short notice in exceptional circumstances?		<input type="checkbox"/> Humanitarian <input type="checkbox"/> Emergency <input type="checkbox"/> Neither humanitarian or emergency flight		

5. EVIDENCE OF INSURANCE
Your application must include a copy of a valid insurance certificate in accordance with Regulation (EC) 785/2004 covering all the aircraft that will enter or leave the United Kingdom in support of this application. The insurance must cover the heaviest aircraft on your fleet.

6. DECLARATIONS

You are required to make the following declarations before your application can be processed. [Further information.](#)

Declaration	Please select	
	Yes	No
I declare that the aircraft listed in section 3 (or the attachment) has/have a valid Certificate of Airworthiness	Yes	No
I declare that the Operator will comply with the following Annexes to the Chicago Convention:		
1) Personnel Licensing (annex 1)	Yes	No
2) Rules of the Air (annex 2)	Yes	No
3) Applicable Aircraft Operations (annex 6)	Yes	No
4) Airworthiness of Aircraft (annex 8)	Yes	No
5) Dangerous Goods (annex 18)	Yes	No
6) Safety Management (annex 19)	Yes	No
I declare that each of the aircraft listed in section 3 (or the attachment):		
(a) has a valid noise certificate or noise certification documentation as specified in ICAO Annex 16, Vol 1 and,	Yes	No
(b) complies with the minimum noise standards for operations in the EU .	Yes	No
Where aircraft to be used exceed 10 tonnes MTOW: I declare that I am aware of the Security Direction .		

7. CHARGES AND FINANCIAL DECLARATION

This application is subject to a fee that must be received by the CAA before the application will be processed. The CAA can only receive payment for this application by credit/debit card. Please note that payment is to process the application only. It is not a fee for the Permit itself, which, if granted, is provided free of charge.

Withdrawal/Cancellation of Application: In the event that this application is withdrawn or cancelled by the applicant, the application fee less the cost of any work carried out by the CAA to that date, may be refunded. Please see the CAA Refunds Policy at www.caa.co.uk/refunds for more information.

I am applying for a Foreign Registered Aircraft Permit - Scheduled or Series Charter Permit

I hereby declare that to the best of my knowledge the particulars entered on this application are accurate.

I agree to pay the charges payable on application in accordance with the Scheme of Charges (www.caa.co.uk/ors5).

I agree to pay any additional charges which may become payable in respect of this application under the Scheme of Charges.

Name of Applicant:(as shown in 2 (a) above)

Signature of Applicant (named in 2b above)

or Signature of Authorised Representative (named in 2(a) above):

Date:

8. SUBMISSION INSTRUCTIONS

Please note that 48 hours notification (business working days) are required in advance of the date of your first operation. The permit holder may be required to be designated by its home state under the terms of the relevant Air Services Agreement in order to operate the permitted services.

Where this form requires you to provide additional documents such as an insurance certificate, you must send these with this form, including for any leased aircraft. You can find further information about this at www.caa.co.uk/foreigncarrierpermits. The CAA retains the right at any time to seek any additional information to establish the validity of applications and associated documents and will if necessary invoke its powers under the Air Navigation Order against any permission it may have issued if that information is not provided.

Payment – See payment authorisation form [FCS1500](#).

Contact

When you have completed this form, please send it, with any attachments, to:
Civil Aviation Authority, Airline Licensing, CMG, 5th Floor, 11 Westferry Circus, London, E14 4HD

Tel: +44 (0)33 0138 3484

Fax: +44 (0)20 7453 6322

Email: foreigncarrierpermits@caa.co.uk (do not include payment details in main email)

9. PRIVACY NOTICE

The UK CAA's Consumers and Markets Group collects and stores your name, date of birth, address, email, telephone number and Nationality (not routinely) for the purpose of processing an application for a Foreign Registered Aircraft Permit. We may also share such information on an ad-hoc basis with the UK Department for Transport (DfT) and UK Border Forces for Aviation Security purposes as part of the National Aviation Security Plan.

Why we process your personal information

The processing of your personal information is necessary for the performance of a task we carry out in the public interest or official authority vested in us in accordance with UK/EU law.

Who sees your personal information and why

We need to share your personal data with internal CAA staff, the DfT's Aviation Security and the UK Border Force's Carrier Engagement Data Analysis Targeting (CEDAT) who act as joint controllers/processors for information sharing and the purpose of processing the application for a Foreign Registered Aircraft Permit. Such information is shared on an ad-hoc basis as part of the National Aviation Security Plan and in accordance of the MoU with DfT under which the CAA administers the Foreign Registered Aircraft Permit.

How long we keep your personal information and why

We will delete all personal information associated with an unsuccessful applicant 5 years after the Foreign Registered Aircraft Permit application was made or 10 years after expiry of a granted Foreign Registered Aircraft Permit. The data is held for enforcement, compliance and intelligence purposes.

Your individual rights

You may submit an information enquiry or make a complaint about how we have processed your personal information by emailing FOI.requests@caa.co.uk. Please be aware that the CAA is subject to the Freedom of Information Act, which means we may need to release information you have supplied to us. However, we would never disclose your personal information without first obtaining your consent.

Additional information

- [Information on your further rights as a data subject.](#)
- [How to contact the CAA Data Protection Officer.](#)
- [How to complain to the ICO](#) about the CAA's processing of personal data.
- [The CAA General Privacy Notice.](#)

This privacy notice is subject to change