

Application for Approval under Article 180 of the Air Navigation Order 2016 to provide an Air Traffic Control Service



Submission instructions can be found at the end of the form.

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, license, 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. APPLYING ORGANISATION DETAILS (Complete a) or b) as applicable)

a) Registered Company Name in Full and Companies House Registration Number

b) Name of Unincorporated Association or Other Body

2. LOCATION WHERE IT IS INTENDED TO PROVIDE AN AIR TRAFFIC CONTROL SERVICE

Location Name:

ICAO LOCATOR CODE (If allocated):

3. ADDITIONAL SERVICES IT IS INTENDED TO PROVIDE AT THE ABOVE LOCATION (Tick as appropriate)

Meteorological METARS and TAFS (MET)

Meteorological local observations only (MET)

Communications (C)

Navigation (N)

Surveillance (S)

4. ORGANISATION CONTACT DETAILS

Office Address:

Telephone: E mail:

5. PERSONNEL CONTACT DETAILS

a) FOCAL POINT FOR COMMUNICATION WITH THE CAA

Title: Forename: Surname:

Telephone: E mail:

b) ACCOUNTABLE MANAGER

Title: Forename: Surname:

Telephone: E mail:

6. IMPORTANT NOTES

Where the cost of the CAA investigations exceeds the application charge payable, the applicant shall pay additional charges to recover those excess costs incurred by the CAA in accordance with the Scheme of Charges.

In the event that this application is withdrawn by the applicant, a cancellation charge may be levied. The cancellation charge reflects the work carried out by the CAA on behalf of the applicant up to the point of cancellation. Please see the CAA Charge Waivers & Refunds Policy at www.caa.co.uk/ors5 for more information. Where sufficient funds remain from the original application fee, this charge will be deducted from any refund made in respect of the application following cancellation.

7. DECLARATION

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

Signature of Applicant:

Date:

8. APPLICATION FORM SUBMISSION SERVICE (SUBMIT)

Once you have completed your application form, please save a copy to your device. Click on the button below to submit your application, supporting documentation (if applicable). You will be required to upload a copy of the completed application form as part of the submission.

The button will direct you to the CAA Customer Portal. The first time you access the CAA Customer Portal you will need to create a user account, there are instructions provided and it only takes a few minutes to register. If you have used the CAA Customer Portal before, please log in to your existing user account.

After receipt of your application, we will contact you using the contact details provided on this form to request payment of the relevant application fee. Please indicate your preferred payment method:

Email (you will receive a secure payment link from 'noreply@payments.caa.co.uk')

SMS (you will receive a secure payment link from 'CAA PAYMENTS')

Please note: Your application will not be processed until you have submitted it via the CAA Customer Portal and provided the supporting documentation (if applicable).

The charge(s) required will be calculated in accordance with the current CAA Scheme of charges [List of Official Record Series 5 - Scheme of Charges \(caa.co.uk\)](#)

Important: Please save your completed form before proceeding.

Application Form Submission Service

If you prefer, you can access the service by logging onto the CAA Customer Portal via <https://portal.caa.co.uk> and selecting the Application Form Submission Service.