

# Application for Initial approval, Change or Renewal of a Part ML, Subpart I, ML.A.901(b)(4) Airworthiness review authorisation



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

**PLEASE NOTE: We can only accept applications from Part 66 engineers with licences issued in accordance with Annex III Part 66.**

**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.

**Application for (\*Delete as appropriate)**  
**Initial Approval\***      **Change of scope/details\***      **Renewal\***

**1. APPLICANT DETAILS (The Applicant is the person responsible for payment of CAA charges)**

**This application will be considered in respect of and, if appropriate, granted or issued to, the applicant(s) named below.**

**a) Individual (including sole traders and partnerships)**

Title: ..... Forename: ..... Surname: .....  
Date of birth (dd/mm/yyyy): ..... Nationality: .....  
Town of birth: ..... Country of birth: .....  
Permanent Address: .....  
Country ..... Postcode: .....  
Telephone: ..... Mobile telephone: .....  
E-mail: .....

A certified copy of your Passport or Full Photographic Driving Licence (see Guidance Note 1) must accompany your application as proof of identification if this is your FIRST application.

**b) A Company**

Registered Company Name (in full): .....  
Registered Company Number: .....  
Country of Company Registration: .....  
Registered Office Address: .....  
..... Postcode: .....  
Telephone: .....  
E-mail: .....  
Trading Name: (if applicable) .....  
Trading Address (primary site): .....  
Country ..... Postcode: .....  
Website address: .....

**Authorised Representative of Company**

This application is to be signed by either a Director or Company Secretary or a person authorised by the Board to act on behalf of the Company.

Title: ..... Forename: ..... Surname: .....  
Position in Company: .....  
Telephone No: ..... E-mail: .....

If you are not a Director or Company Secretary and have been authorised to sign the application form on behalf of the Company, proof of that authority must be provided with the completed application form.

**2. ADDRESS FOR CORRESPONDENCE (if different from above)**

Postal Address (if different from above): .....

..... Postcode: .....

**3. CAA REFERENCE NUMBER**

ML.ICS: .....

**4. AUTHORISATION REQUIRED**

UK.CAA issued Part 66 Licence Number: ..... Expiry date of Part 66 Licence: .....

**Note: Part 66 Airworthiness Review authorisation cannot be issued if licence has expired or no longer valid. In accordance with Article 3 paragraph 2, Part ML authorisation, limited to Annex Vb (Part ML) other than complex powered aircraft not listed in the air operator certificate of an air carrier licensed in accordance with Regulation (EC) no 1008/2008**

- Aeroplanes of 2730Kg maximum take-off mass (MTOM) or less
- Rotorcraft 1200Kg MTOM or less, certified for a maximum of up to 4 occupants
- Other ELA2 aircraft

AT	Description	Select 'X'
B1.1	Aeroplanes Turbine	
B1.2	Aeroplanes Piston	
B1.3	Helicopters Turbine	
B1.4	Helicopters Piston	
B3	Piston engine non- pressurised aeroplanes of 2000Kg and below	
L1C	Composite sailplanes	
L1	Sailplane	
L2C	Composite powered sailplane	
L2	Powered sailplanes and ELA1 aeroplanes	
L3H	Hot Air Balloons	
L3G	Gas Balloons	
L4H	Hot Air airships	
L4G	ELA2 Gas Airships	
L5	Gas Airships other than ELA2 (Part ML)	
C	Aeroplanes and helicopters	
Aircraft Type endorsed on licence	1..... 2..... 3..... 4.....	

Part 66 AR authorisation requested:

**Note: Part ML authorisation limited to scope of Part 66 Licence category, group or aircraft type endorsed on licence**

Location where assessments are to be made:

1: ..... Postcode: .....

2: ..... Postcode: .....

3: ..... Postcode: .....

4: ..... Postcode: .....

Telephone: ..... Mobile: .....

Aircraft to be used (type and registration): .....

Attach documentation to be used in Airworthiness Review assessment, to satisfy documentary and physical reviews (ML.A.903 (a),(b) and (c) and the review of the effectiveness of the Aircraft Maintenance Programme, reporting to owner and acceptance of amendments.

List inclusions

1: .....

2: .....

3: .....

4: .....

## 5. CHARGES

If you want the CAA to quote a Purchase Order No. on your invoices, please provide the reference here:"

Purchase Order number:.....

### IMPORTANT NOTES:

**Additional Charges:** 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.

**Overseas Visits:** If a Member or employee of the CAA is required to travel overseas in respect of this application you are advised to read the CAA Scheme of Charges to which this application relates and the section entitled 'Additional charge where functions are performed abroad'. All expenses incurred in pursuance of this application by virtue of travelling overseas will be payable by the applicant on demand.

**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 [List of Official Record Series 5 - Scheme of Charges](#) for more information.

## 6. FINANCIAL DECLARATION

I am applying for an Airworthiness Review Authorisation

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

I agree to pay the charges for this application in accordance with the scheme of charges.

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 named in 2 (a), (b) or (c))

Signature of Applicant: or  
(as named in 2 (a), (b) or (c))

Signature of Authorised Representative : ..... Date: .....  
(as named in 2 (a), (b) or (c))

## 7. APPLICATION FORM SUBMISSION SERVICE (SUBMIT & PAY)

When you have completed this Form, please send it, with any attachments listed at Section 4 above to:

Organisation Approvals  
CAA,  
Aviation House  
Gatwick Airport South  
West Sussex, RH6 0YR  
or email to [apply@caa.co.uk](mailto:apply@caa.co.uk)

**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) and to make payment by credit/debit card. 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.

Please note: Your application will not be processed until you have submitted it via the CAA Customer Portal and paid the relevant fee.

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.