

# UNITED KINGDOM THIRD COUNTRY OPERATOR CERTIFICATE (FULL)



**Note this application form is only for the use of commercial air carriers licensed by a national authority other than those of the United Kingdom and Northern Ireland, the European Union, the European Economic Area and Switzerland.**

**This form should be completed on screen (preferred method) then printed, signed and submitted as instructed.** Before making an application you should familiarise yourself with the guidelines for non-UK airlines wishing to operate services to the United Kingdom at the CAA's [foreign carriers webpage](#). Please note the TCO Certificate is a safety recognition document and does not grant traffic rights.

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 2016 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 up to two years imprisonment or both.

## 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.**

Registered Company Name (in full):.....  
Registered Company Number:.....  
Country of Company Registration:.....  
Registered Office Address: ..... Postcode: .....  
Airline Name:.....  
Nationality of airline: ..... ICAO Designator (if any): .....  
Air Operator Certificate (AOC) Number: .....

**Note:** First time applicants will need to submit a copy of their company's Certificate of Incorporation or (or similar legal business registration document).

## 2. CONTACT DETAILS

**This application will be considered in respect of and, if appropriate, granted or issued to, the operator named in section 1**

Contact Name:  
Position in company:  
Correspondence Address:  
Telephone inc. Country code: (00)  
Mobile inc. Country code:(00)  
Email address:

3. Technical Data	
<b>3.1 Air Operator Certificate</b>	a) AOC issued by the Civil Aviation Authority of:
	b) AOC Number
	c) AOC issue date
	d) Expiry date (if applicable)
<b>Important Note:</b> All applicants need to submit a copy of the company's Air Operator Certificate ( <b>AOC</b> ) and the associated operations specifications.	
<b>3.2 Type of intended operations</b>	<p style="text-align: center;">Aeroplane</p> <p style="text-align: center;">Helicopter</p> <p style="text-align: center;">Aeroplane + Helicopter</p>
<b>3.3 Safety of Foreign Aircraft (SAFA) or Safety of Community Aircraft (SACA) ramp inspection Programme</b>	<b>Have you been inspected under the SAFA or SACA Programmes?</b>
	Yes <span style="margin-left: 150px;">No</span> <span style="margin-left: 150px;">unknown</span>
	<b>If yes, could you please indicate for the last inspection (if available):</b>
	<i>and/or</i> the SAFA/SACA Report Number
	<i>and/or</i> where it took place
<i>and/or</i> when it took place	
<b>3.4 Status of the operator Operating ban or restriction</b>	<b>Have you ever been subject to an operating ban or operational restriction?</b>
	Yes <span style="margin-left: 150px;">No</span>
	<b>If yes, could you please indicate if:</b>
	the operating ban or operational restriction is <b>currently ongoing</b>
	or <span style="margin-left: 50px;">the operating ban or operational restriction <b>was lifted on:</b></span>
<b>3.5 Status of the operator with respect to its competent Authority</b>	<b>Are you currently authorised by your competent Authority to operate to the area where this Certificate is applicable?</b>
	Yes <span style="margin-left: 150px;">No</span>
<b>3.6 Type of intended commercial services</b>	Scheduled
	Ad-hoc Charter (19 Seats or Greater)
	Series Charter
	Ad-hoc Charter (Air Taxi or Air Ambulance)
	Other
	Description if 'Other' selected _____

**4. DECLARATIONS**

I, the undersigned, hereby apply for the grant of a Third Country Operator Certificate and I declare that, to the best of my knowledge and belief, the statements given in this application are true.

Signed..... Name.....

Position in company.....

On behalf of.....

Date.....

**5. SUBMISSION INSTRUCTIONS**

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](http://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 – Please see [Payment Authorisation Form](#).

**Contact**

When you have completed this Form, please send it, with any attachments, to:

TCO@caa.co.uk (do not include payment details in main email body)

Tel: +44 (0) 33 0138 3484

Fax: +44 (0) 20 7453 6322

**6. CHARGES**

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

The charge(s) required as calculated in accordance with the CAA Operating Licences, Air Transport Licences, Foreign Registered Aircraft Operating Permits and Scarce Capacity Allocation Certificates) Scheme of Charges (published in CAA Official Record Series 5) ([www.caa.co.uk/ors5](http://www.caa.co.uk/ors5)) are to be paid using the Payment Authorisation form on page 5 of this application.

Where charges are to be paid other than by the applicant, please enter the name of the person/company who is paying:

.....

**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.

**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](http://www.caa.co.uk/refunds) for more information.

## 7. FINANCIAL DECLARATION

I am applying for a UK Third Country Operating Certificate

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](http://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 1 or 2 above):

Signature of Applicant (named in 1 or 2 above):

Date:

## 8. PRIVACY NOTICE

The UK CAA's Consumers and Markets Group collects and stores your name, address, email, telephone number and Nationality (not routinely) for the purpose of processing an application for a Third Country Operating certificate. 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.

### 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 Third Country Operating certificate. Such information is shared on an ad-hoc basis as part of the National Aviation Security Plan.

### How long we keep your personal information and why

We will delete all personal information associated with an unsuccessful applicant 5 years after a Third Country Operating Certificate application was made or 10 years after expiry of a granted a Third Country Operating certificate. 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](mailto: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.**