

BALLOON/AIRSHIP EXAMINER AUTHORISATION ISSUE/REVALIDATION/RENEWAL/VARIATION – APPLICATION



Please complete the form in BLOCK CAPITALS using black or dark blue ink.

Please read the included guidance notes before completing. 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, 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. PERSONAL DETAILS	
CAA personal reference number	
Title:	Surname: Forename(s):
Date of birth (dd/mm/yyyy):	Nationality:
Town:	and Country: of birth
Permanent address:	
..... Postcode:	
Address for correspondence (if different from above):	
..... Postcode:	
Telephone Number:	Alternative Telephone Number:
Email address:	Fax Number:
BBAC Membership Number	

2. APPLICATION (tick appropriate box)		
I am applying for:		
Issue	Variation	Reissue
Type of authorisation being applied for:		
Hot-Air Balloon	Gas Balloon	Hot-Air Airship
Flight Examiner (PPL)	Flight Examiner (CPL)	Ground Examiner (GR)
FE(B) BFCL.415(a)	FE(B) BFCL.415(b)	FE(B) BFCL.415(c)
RETRE	SE(B)	

3. LICENCES/RATINGS/AUTHORISATIONS HELD (tick appropriate box)					
PPL Hot Air Balloon	Gas Balloon	Combination Balloon	Hot Air Airship	Gas Airship	
CPL (B)	Group A	Group B	Group C	Restricted	
CPL (AS)	Type Rating:				
BBAC Instructor Number:			Expiry Date:		
BPL Hot Air Balloon	Gas Balloon	Mixed Balloon	Hot Air Airship		
Group A	Group B	Group C	Group D	Commercial Operation	FI(B)
Authorisations held:	FE (PPL)	FE (CPL)	TRE	RE-TRE	GR
	FE(B) BFCL.415(a)		FE(B) BFCL.415(b)		FE(B) BFCL.415(c)
	SE(B)				

CAA Personal reference number:

4. AUTHORISATIONS REQUESTED (tick as appropriate)

Examining privileges for:				Hot Air	Gas	Combination
PPL(Balloons and Airships)	Group A	Group B	Group C			
CPL (Balloons)						
CPL Airships						
Other (please specify)						

Examining privileges for BFCL:						
	Hot Air Balloon				Gas Balloon	Hot Air Airship
	Group A	Group B	Group C	Group D		
BFCL.415(a)						
BFCL.415(b)						
BFCL.415(c)						
SE(B)						

5. FLYING EXPERIENCE (BALLOONS AND AIRSHIPS ONLY)

Hours split by ANO ratings	Hot Air				Gas	
	Group A	Group B	Group C	Airships	Combination	Airships
Total hours flown as Pilot in Command						
Total hours flown as PIC in the last 12 months						

Hours split by BPL ratings	Hot Air Balloon			
	Group A	Group B	Group C	Group D
Total hours flown as Pilot in Command				
Total hours flown as PIC in the last 12 months				

Hours split by BPL ratings	Gas Balloon		Hot Air Airship	
	Total hours flown as Pilot in Command			
	Total hours flown as PIC in the last 12 months			

6. DECLARATION OF APPLICANT

I declare that the information provided on this form is correct.

I further accept that my contact number, as given in Section 1, will be released to the public in connection with my duties as an Examiner.

I agree to receive Flight Crew Safety material from the CAA only*/Safety material from authorised sources*. I do not wish to receive Safety material*.

I agree to details of my experience and qualifications being released to members of the panel conducting any interview required in respect of this authorisation.

Signature Date

7. 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 and 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.



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.