

APPLICATION FOR ISSUE OF AN AIRWORTHINESS CERTIFICATE

IMPORTANT: to ensure correct completion please refer to the Guidance Notes. Please complete ALL applicable white boxed areas. If None, state None. Please do NOT enter TBA (or similar) to suggest that the information is not available.

The completed application form should be forwarded to the Civil Aviation Authority, Safety Regulation Group, Applications and Approvals, Aviation House, Gatwick Airport South, West Sussex, RH6 0YR, and must be accompanied by the appropriate charge in accordance with the current CAA Scheme of Charges.

Please complete the form online or in BLOCK CAPITALS using black or dark blue ink after reading the attached guidance.

1(A). APPLICATION FOR ISSUE OF AN EASA AIRWORTHINESS CERTIFICATE: [See Guidance Note (1A)] (tick applicable box)		
CERTIFICATE OF AIRWORTHINESS		<input type="checkbox"/>
RESTRICTED CERTIFICATE OF AIRWORTHINESS		<input type="checkbox"/>
Note: An application for a Certificate of Airworthiness or a Restricted Certificate of Airworthiness will include an Airworthiness Review Certificate and a Noise Certificate where applicable.		
PERMIT TO FLY		<input type="checkbox"/>
Note: Where the permit application is associated with an aircraft without a valid Certificate of Airworthiness an EASA Form 21 should be included.		
1(B). APPLICATION FOR ISSUE OF UK (NATIONAL) AIRWORTHINESS CERTIFICATE: [See Guidance Note (1B)] (tick applicable box)		
Applicable to: (1) Non EASA aircraft (Ref: Annex II Regulation (EC) 216/2008).		
(2) Aircraft engaged in Military, Customs or Police services. (Ref: Regulation (EC) 216/2008 Art 1. 2).		
CERTIFICATE OF AIRWORTHINESS – (STANDARD CATEGORY)		<input type="checkbox"/>
CERTIFICATE OF AIRWORTHINESS – (SPECIAL CATEGORY)		<input type="checkbox"/>
CERTIFICATE OF AIRWORTHINESS FOR FERRY PURPOSES		<input type="checkbox"/>
Note: An application for a Certificate of Airworthiness will include a Noise Certificate where applicable.		
PERMIT TO FLY		<input type="checkbox"/>
PERMIT TO FLY FOR FERRY / TEST PURPOSES		<input type="checkbox"/>
1(C).		
IS THIS AIRCRAFT ENGAGED IN CUSTOMS, POLICE OR SIMILAR SERVICE? [See Guidance Note 1(C)]		Yes <input type="checkbox"/> No <input type="checkbox"/>
Note: If the aircraft is for military use, please do not use this form. Contact Applications and Approvals.		
1(D).		
WILL THIS AIRCRAFT BE TRANSFERRED AS A MRCOA? [See Guidance Note 1(D)]		Yes <input type="checkbox"/> No <input type="checkbox"/>
1(E).		
IS THIS APPLICATION FOR A SUBSEQUENT ISSUE? [See Guidance Note 1(E)]		Yes <input type="checkbox"/> No <input type="checkbox"/>
2. AIRCRAFT DETAILS		
	UK Current or allocated	Previous (where known)
Registration Marks		
Serial No./Line No./Variable No. / /	
Type Designation and Series	
Constructor of aircraft	
Country of construction	Year of construction
New or used	New <input type="checkbox"/> Used <input type="checkbox"/>	Airframe Hours
If new proposed delivery date	

2. AIRCRAFT DETAILS (CONTINUED)		
Engine(s) [See Guidance Note 2(A)]	Time since overhaul	
APU type (if applicable)		
Propeller(s) (Hub and Blade) [See Guidance Note 2(B)]	Time since overhaul	
Maximum Take-off Weight (kg)	Max. Landing Weight (kg).....	
Occupancy [See Guidance Note 2(C)]	Maximum Approved Passenger Seating capacity..... Crew Seats.....	

3. CERTIFICATION STATUS [See Guidance Note 3]	
EASA Approved: Yes <input type="checkbox"/> No <input type="checkbox"/>	Aircraft TCDS/SAS origin/reference AAN reference

4. AIRWORTHINESS TRANSFER DOCUMENTATION [See Guidance Note 4]		
DOCUMENT NUMBER	DOCUMENT TYPE	ISSUE/EXPIRY DATE

5. MAINTENANCE PROGRAMME/SCHEDULE REF [See Guidance Note 5]

6. FLIGHT MANUAL REF [See Guidance Note 6]

7. ADDRESS DETAILS	
(a) Name and address of aircraft owner/applicant (in full) Telephone Number: Fax Number: E-mail address:	
(b) Contact name, name and address of approved organisation or licensed aircraft engineer Telephone Number: Fax Number: E-mail address:	
Part M Subpart F No. Part M Subpart G No. Part 145 No.	AI/AMR No. AMEL No.
For imported National aircraft [See Guidance Note 7] (c) Name and address of design organisation (if applicable) i.e. BCAR A8-8..... Telephone Number: Fax Number: E-mail address:	
DAI No.	

8. PLACE OF SURVEY Address in full [See Guidance Note 8]	
<div>.....</div> <div>.....</div>	
Is there a letter of acceptance of related costs for overseas issues enclosed?	Yes <input type="checkbox"/> No <input type="checkbox"/>

9. UK ADDITIONAL REQUIREMENTS FOR IMPORT [See Guidance Note 9]
<div></div>

10. ADDITIONAL INFORMATION (e.g. Guidance Note 1(E) - Subsequent Issue)
<div></div>

11. GENERAL	
11.1	Differences in production build standard from standard approved by EASA or CAA. Please confirm if no changes incorporated. [See Guidance Note 11(A)] If no changes state "NONE"
11.2	Give details of equipment or systems which have been introduced by modification since original manufacture. Include STC or other modification approval reference if applicable. [See Guidance Note 11(B)] If no changes state "NONE"

12. DECLARATION

I hereby declare that to the best of my knowledge the particulars entered on this application are accurate in every respect. The amount required by the current CAA Airworthiness Scheme of Charges (Official Record Series 5) to be paid on application is enclosed herewith. Please tick appropriate box

(1) The fee for a Certificate of Airworthiness / Restricted Certificate of Airworthiness / Permit to Fly is included. ☐

(2) The fee for a Certificate of Airworthiness / Special Category Certificate of Airworthiness / Permit to Fly or non-EASA aircraft, but excluding those in (3) below is included in this amount. ☐

(3) The fee for the Certificate of Airworthiness for an AOC holder operating aircraft above 40,000 kg, Validity charges will be covered by the Air Operators Certification Scheme of Charges. ☐
The investigation fee is included.

I also agree to pay the charges payable in accordance with the said Scheme of Charges which may be notified to me by the CAA. In the event that this application is subsequently cancelled, a cancellation charge may be applied [See Guidance Note 15)].

Date

Signature of Applicant

Please print name in BLOCK CAPITALS .

Name of Applicant

For and on behalf of

SRG 1710 forms submitted accurately and accompanied by the appropriate fee will be processed within 15 working days of receipt. Please allow adequate time for the processing of your application.

The date the application was received along with the expected date of processing is shown on the aircraft details page of G-INFO on the CAA website.

A & A FINANCE

£

AOC

1 Year

3 Year

Folio No.

Payment:

Under

Over

Received by.....

Finance Date.....

APPLICATION FOR ISSUE OF AN AIRWORTHINESS CERTIFICATE

GUIDANCE

General Guidance

IMPORTANT: These notes are provided to assist in the completion of the Form SRG 1710. They do not override or supersede any airworthiness regulation. If in doubt, always refer to the Air Navigation Order, Mandatory Requirements for Airworthiness (CAP 747), Civil Aircraft Airworthiness Information and Procedures (CAP 562) or British Civil Airworthiness Requirements (BCAR) Sections A or B, or EASA Requirements as applicable. This information is freely available on the CAA or EASA web sites. (www.caa.co.uk, www.easa.eu.int)

Applications for Certificates of Airworthiness (C of A) and Permits to Fly are usually processed in order of receipt, to meet the published Code of Practice requirements. It is therefore in the interest of the applicant to submit the Form SRG 1710 as soon as all details are known.

Applicants should be aware that unless all entries are completed accurately and all necessary documentation supplied, the CAA will not be able to process the application. In this event the applicant will be notified accordingly and the application held until such time as all information is supplied.

Note 1(A) - Application for the Issue of an EASA Airworthiness Certificate

This section of the Form SRG 1710 is used for applications for the issue of a Certificate of Airworthiness, Restricted Certificate of Airworthiness or a Permit to Fly for aircraft under the auspices of EASA. CAP 747 Section 1 refers and provides a list of aircraft and their classification. (Available at www.caa.co.uk/cap747)

Permits to Fly are only issued to aircraft not eligible to hold a Certificate of Airworthiness or a Restricted Certificate of Airworthiness. Examples of these include aircraft not supported by a Type Certificate holder other than aircraft for which a Type Approval has been issued. All Permit aircraft will have their certification status approved by EASA.

Where an application is being made for a Permit to Fly for the purposes of delivery to the UK, the following should be noted:

For **new** aircraft conforming to a CAA (EASA) type design, the Permit to Fly for ferry purposes. Flight conditions may also require approval.

Applicants for a Permit to Fly for any other aircraft should seek advice from the CAA Applications and Approvals. aanda@caa.co.uk

For used aircraft from outside the EU Member States, a CAA Surveyor will be required to survey the aircraft prior to issue, and a check flight will be required in accordance with CAP 562, Leaflet 1-17.

This type of certificate does not permit automatic over fly rights to other countries, and so operations with such aircraft are limited to EU Members States airspace (unless permission is obtained from all countries whose airspace will be used on a particular flight or flights).

When a Permit to Fly is requested where the applicable Airworthiness Certificate is rendered invalid an application should be made to the Applications and Approvals using **EASA Form 21** (can be downloaded from www.caa.co.uk/easaform21uk)

Note 1(B) - Application for the Issue of a UK (National) Airworthiness Certificate

This section of the form is used in applications for the issue of a UK (National) Airworthiness Certificate. This section is applicable to Non-EASA aircraft and aircraft used in military, customs or police service. CAP 747 Section 1 provides guidance on classification and provides a list of such aircraft.

UK Permits to Fly (BCAR A/B 3-7 refers) are only issued to aircraft not eligible to hold a United Kingdom Certificate of Airworthiness. Examples of these include Microlight aircraft, ex-military aircraft, home-built aircraft or aircraft not supported by a Type Certificate Holder. The build standard of all Permit aircraft is individually investigated.

Note 1(C) - Aircraft engaged in customs, police or similar service

Aircraft operating in military, customs or police service roles are not encompassed within the ICAO convention. Accordingly, a UK (National) Airworthiness Certificate will be issued under the auspices of the UK Civil Aviation Act and associated orders only, and not ICAO. This type of certificate does not permit automatic overfly rights to other countries, and so operations with such aircraft are limited to UK Airspace (unless permission is obtained from all countries whose airspace will be used on a particular flight or flights).

Note: If the aircraft is to be used for military service please contact Applications and Approvals, Aviation House, Gatwick Airport South, West Sussex, RH6 0YR.

Note 1(D) - Aircraft transferring to MRCOA (Military Registered, Civil Owned Aircraft)

Please tick the appropriate box to specify whether the subject aircraft is to be transferred to the military register at a later date, and will be operating under contract to the Ministry of Defence.

Note 1(E) - C of A Subsequent Issue - Definitions

The issue of a Certificate of Airworthiness is defined as a subsequent issue if the application meets one of the following criteria:

- When the C of A has ceased to be in force for more than 12 months. In this case, details of location and storage conditions (including maintenance carried out) during this period and the reason for the lapse of the C of A will be required. Please record these details on Page 3 of the Form CA3 (SRG 1710), Item 10 (Additional Information); or
- When the aircraft has been operating overseas for any period of time on another register but has previously been issued with a UK C of A, other than a C of A for ferry purposes; or
- When the aircraft has been de-registered for any purpose;
- When the C of A has previously been revoked.

The subsequent issue may also require a **Check Flight**.

Note 2 (A) Engine Details

The manufacturer and type certificate designation of the engine type is required. Compliance with Generic Requirement No 24 identified in CAP 747 is required for used light aircraft piston engines.

Note 2 (B) Propeller Details

The manufacturer and type certificate designation of the propeller type is required. The engine/propeller combination must comply with the Type Certificate Data Sheet, or be subject to an applicable subsequent approval by EASA or CAA as appropriate.

Important: If the propeller is approved outside the auspices of the aircraft Type Certificate Data Sheet, it must be declared under Section 11 of the Form CA3 (SRG 1710) as a modification, together with the approval reference (STC/AAN or other as applicable).

Additionally, the engine/propeller combination for UK constructed aircraft must also comply with CAP 562, CAAIP Part 11 Leaflet No 11-39.

Note 2 (C) Occupancy

Crew seats include those on the flight deck (includes supernumerary seats if installed) and the number of seats at cabin crew stations.

Note 3 - Certification Status

Confirmation is required of the EASA approved status of the aircraft type. CAP 747 provides guidance on establishing this status. The reference of the Type Certificate Data Sheet with which the aircraft complies must be included in this section (both the number and country/authority of origin; e.g. FAA A16WE for the Being 737-200). For national aircraft, the appropriate AAN should be quoted where applicable.

Note 4 - Airworthiness Transfer Documentation

Please do not send original documents. Copies are sufficient to accompany the application. Original documents will be viewed by the Surveyor at the time of C of A / Permit to Fly issue, except in the case of a used EASA aircraft originating from a Member State, the original ARC should be submitted for validation.

For newly constructed EASA aircraft:

For aircraft constructed in the European Union, a Statement of Conformity (Form 52) is required. This document should also be submitted with a weight and balance report and the Flight Manual where applicable.

For aircraft constructed outside the EU, a Certificate of Airworthiness for Export identifying the applicable EASA approved TCDS, from the country of construction is required together with a weight and balance report and the Flight Manual where applicable.

Such certificates will normally only be considered valid if received by CAA within 60 days of the date of their issue.

For used EASA aircraft:

Originating from a Member State:

- An Airworthiness Review Certificate issued in accordance with Part M.

Originating from a non-Member State:

- A statement by the competent authority of the State where the aircraft is, or was, registered, reflecting the airworthiness status of the aircraft on its register at time of transfer;
- A weight and balance report with a loading schedule;
- The flight manual when such material is required by the applicable airworthiness code for the particular aircraft;
- Historical records to establish the production, modification, and maintenance standard of the aircraft, including all limitations associated with a restricted certificate of airworthiness under 21A.184(c);
- A recommendation for the issuance of a certificate of airworthiness or restricted certificate of airworthiness and an airworthiness review certificate following an airworthiness review in accordance with Part M.

For new UK constructed national aircraft

No transfer document is required.

For new or used national aircraft

A statement is required from the competent authority of the State where the aircraft is, or was registered, reflecting the airworthiness status of the aircraft at the time of transfer. Normally this will be one of the following two options:

- A Certificate of Airworthiness for Export issued by the exporting airworthiness authority. This certificate will normally only be considered valid when issued within a period of 60 days preceding the date of application;
- A current domestic Certificate of Airworthiness - **PLUS** - a statement signed, within a period of 60 days preceding the date of the application, by the airworthiness authority of the last state of registry confirming that having inspected the aircraft and associated records, the aircraft complies with the Type Certificate Data Sheet and is airworthy.

If further guidance on the above alternatives is required, contact the CAA Applications and Approvals **before** de-registering and importing the aircraft.

Note: In some circumstances the CAA will also request from the applicant the original Certificate of Airworthiness issued by the state of construction.

Note 5 - Maintenance Programme / Schedule

For all EASA aircraft, a maintenance programme must be approved by the CAA i.a.w. (EC) 2042/2003, Annex I, Part M, Subpart C.

For national aircraft the maintenance schedule to be approved by the CAA, ref.: ANO Article 14 (CAP 393)

Note 6 - Flight Manuals (FM)

Applicable FM Ref. No. is required. In the case of an EASA aircraft, a type for which a C of A has not previously been granted, attention is drawn to the requirement to provide the CAA with a copy of this Flight Manual.

Note 7 - Design Organisation for national aircraft

The design standard of used aircraft is required to be established against UK requirements prior to the issue of a UK C of A. An application for an aircraft above 15,000kg should be supported by an organisation approved under BCAR A8-8 (E3). If repairs not in accordance with the Structural Repair Manual (SRM) have been undertaken, or if modifications not approved by the manufacturer have been embodied, the CAA may require reports to be submitted by an approved design organisation or other acceptable source in accordance with CAP 562, Leaflet 11-46.

E3 Reports should not normally be submitted with the Form CA3 (SRG 1710), but should be provided direct to the CAA Surveyor as part of the C of A Issue process.

Note 8 - Place of Survey

Where a survey for the issue of an Airworthiness Certificate is to be carried out overseas, the applicant must include a letter stating that they accept all additional costs. These costs may include overseas travel, subsistence and, if necessary additional time costs incurred by the Surveyor in relation to the issue of the certificate. In certain cases, a deposit may be required.

Note 9 - UK Additional requirements for import

Reference should be made to compliance with CAP 747 and to any approved modifications that have been embodied to assure compliance. If further guidance is needed, please contact Applications and Approvals Department.

Note 11(A) - Differences in Build Standard

A statement or letter of definition from the manufacturer should support any differences to the production build standard from that already approved by the CAA. If there are no changes, please state 'None'.

Note 11(B) - Modifications to the initial build standard

Details should be given of any significant modifications (for example additional, replacement or modified systems or equipment), which have been embodied on the aircraft since original manufacture, including Supplemental Type Certificates (STC).

Any modifications listed must be supported by documentation defining the modification, demonstrating its approval status, and including any applicable flight manual supplements.

It is important to declare all known modifications made to the aircraft in this section of the form. Failure to do so can delay the issue of a Certificate of Airworthiness. In addition, providing the supporting documentation for modifications will assist CAA in processing the application with minimum delay.

All modifications to the aircraft must be approved. It is the owner's responsibility to establish and demonstrate that the modifications have been approved (by EASA or CAA as applicable). The basis of approval (EASA STC number or other EASA Approval reference, CAA Airworthiness Approval Note number, etc.) should be identified for the declared modifications. Modifications installed that do not have the appropriate approval will need to be approved prior to issue of the Certificate of Airworthiness or Permit to Fly.

Modifications installed on an EASA aircraft [See Note 1(A)] must be approved by EASA.

If no additional equipment has been embodied, please state 'None'.

Note: On aircraft imported from the United States of America, modifications are often approved by FAA Form 337 field approvals. EASA have confirmed that such field approvals are not acceptable in isolation, and must be approved by EASA in accordance with normal modification approval processes.

The CAA must approve modifications installed on aircraft subject to the issue of a National Airworthiness Certificate, and may wish to investigate modifications or equipment previously approved by other airworthiness authorities. The applicant should identify the method of approval by other Authorities (such as the issue of an STC) as this can be of assistance in obtaining CAA approval. The applicant should also be aware that the CAA may require to fly the aircraft for test purposes.

Note 15 - Cancellation Charges

In the event of subsequent cancellation of the application after submission to the CAA, a cancellation charge may be levied which reflects the work carried out by the CAA on behalf of the applicant up to the point of cancellation. 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.