

Application for the exchange of an Air Traffic Controller (ATCO) Licence issued by another EU Member State (Commission Regulation (EU) 2015/340)

Please complete this form online (preferred method) then print and sign the form.

Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink.

Post or scan and email the form in accordance with Section 7.

Please read the attached guidance notes before completing the form .



FALSE REPRESENTATION STATEMENT

It is an offence under Article 256 of the 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, licence, approval, permission or other document. This offence is punishable on summary conviction by a fine up to £5000, and on conviction on indictment with an unlimited fine or up to two years imprisonment or both.

1. LICENCE DETAILS

(Completed by the Applicant)

Serial Number of Current Licence

Type of Licence held: Student ATCO ATCO

Country of Issue:

Contact details of issuing member state competent authority

Email Address: Telephone:

2. PERSONAL DETAILS (Complete as shown on passport)

(Completed by the Applicant)

Title: Surname: Forename(s)

Date of Birth (dd/mm/yyyy): Nationality

Place of Birth: Country of Birth:

Applicants Address:
.....

County: Country: Postcode:.....

Telephone Numbers: Home: Mobile:

Email Address:

3. ADDRESS FOR CORRESPONDENCE (if different from above)

Completed by the Applicant

Postal Address (if different from above):

..... Postcode:

4. DETAILS OF UK UNIT WHERE THE APPLICANT IS TO BE EMPLOYED

(Completed by the Applicant)

Unit Address:
.....

ICAO Location Indicator:

County: Country: Postcode:.....

4. DECLARATION BY APPLICANT

I declare that the information provided on this form is correct and that I intend to take up employment at the unit shown above and that I have transferred my medical documents to the UK CAA Aeromedical Section.

Signature: Date (dd/mm/yyyy):

5. DECLARATION BY UNIT MANAGER

I declare that the applicant will be employed at the unit shown above subject to the completion of an approved adapted Unit Endorsement Course, formulated in accordance with Commission Regulation (EU) 2015/340, ATCO.D.060(f):

Surname: Forenames:

Post held:

Unit:

Signature: Date (dd/mm/yyyy):

7. SUBMISSION INSTRUCTIONS

Please check:

- All Sections relevant to the application have been completed;
- The declaration has been signed by the applicant and the Unit Manager; and you have included
- Your original, current ATCO licence, and
- A certified copy of your valid passport, EU Identity card or full photographic driving licence.

when completed, return this form to: ATCO Licensing Section,

Licensing Assessment, Safety and Airspace Regulation Group, Civil Aviation Authority, Aviation House, Gatwick Airport South, West Sussex RH6 0YR

Telephone Enquiries: +44 (0) 1293 573270

E-mail: ats.licensing@caa.co.uk