

Application for an Aerodrome Certificate

In accordance with Regulation (EC) No 216/2008 and its Implementing Rules including Commission Regulation (EU) 139/2014.

This form can be filled in on screen (preferred method) then printed, signed and submitted as instructed. Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink

Please read the attached Guidance Notes before completing this form.

CAA Use Only).



FALSE REPRESENTATION STATEMENT

It is an offence under Article 231 of the Air Navigation Order 2009 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.

Please read attached Guidance Notes before completing the technical sections of this form

1. APPLICANT TYPE

Individual	Complete Section 2. a)	Limited Company	Complete Section 2. b)
Partnership	Complete Section 2. a)	Charity	Complete Section 2. c)
Limited Liability Partnership	Complete Section 2. b)	Trust	Complete Section 2. c)

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

2. APPLICANT DETAILS (The Applicant is the person responsible for payment of CAA charges but may not necessarily be the Licence Holder)

a) Individual (including sole traders and partnerships)

Title: Forename: Surname:
Address:
Country Postcode:
Telephone: Mobile Telephone:
E-mail: Fax:
Trading Name: (if applicable)
Website address:
In the case of a partnership, please complete details of all partners. Continued on a separate sheet

This application will be considered in respect of and, if appropriate, granted to, the Company Name as registered under the Company Number provided on this form.

or b) A Company

Registered Company Name (in full):
Registered Company Number:
Country of Company Registration:
Registered Office Address:
Country: Postcode:
Telephone: Fax Number:
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:

E-mail: Telephone:

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.

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

c) An Unincorporated Association or other body

Name of Unincorporated Association or other body:

Address:

Country: Postcode:

Telephone: Fax:

E-mail: Mobile Telephone:

Website address:

Authorised Representative

This application is to be signed by a person or persons authorised by the body named above to act on behalf of it. This should normally be a member or members of the managing committee of the association or other body. Evidence of the authorisation to act on behalf of the association or body should be provided with the application.

Title: Forename: Surname:

Position:

Charity Number (if applicable):

3. ADDRESS FOR CORRESPONDENCE

Title: Forename: Surname:

AND/ OR Trading Name: (if applicable)

Address:

Country Postcode:

Telephone: Fax:

E-mail: Mobile Telephone:

Website address:

4. DETAILS OF CERTIFICATE HOLDER (AERODROME OPERATOR) (as required to be shown on the certificate)

The certificate holder must be a legal entity. If the certificate holder is a group or club and is not incorporated, the name(s) of the person(s) who will hold the certificate and be responsible for giving effect to the conditions of the certificate should be stated. Where the applicant is an individual, his/her current CV must be enclosed. (All CVs will be destroyed once the application has been processed.)

Full name of certificate holder:

Address of Certificate holder:

..... Company Number:

Country: Postcode:

Telephone: Mobile telephone:

Fax Number:

Email address:

5. KEY MANAGEMENT PERSONNEL

This application is to be submitted in accordance with Regulation (EU) 139/2014, ADR.OR.B.015.

A certification Basis and Operations Basis will be required to be submitted with the application, although these may be updated and amended during the application process.

Please provide name, qualifications and experience for:

(attach supporting documentation as required)

Aerodrome Accountable Manager

Name:

Additional documentation

Qualifications:

attached: Yes No

Experience:

Person responsible for aerodrome safety (if different)

Name:

Additional documentation

Qualifications:

attached: Yes No

Experience:

Person responsible for overseeing day-to-day provision of RFFS

Name:

Additional documentation

Qualifications:

attached: Yes No

Experience:

6. DETAILS OF THE AERODROME

Proposed name of aerodrome:

Address of aerodrome:

.....

County: Postcode:

Telephone: Fax:

Email address:

Position of aerodrome with reference to nearest town (in nautical miles):

Elevation:

Latitude/longitude in WGS 84 of reference point:

Grid reference in OSBG of reference point:

The design and facilities of the aerodrome, in accordance with the applicable certification specifications established by the Agency.

(See [Certification Basis \(CB\) template](#)):

7. AERODROME ACTIVITIES

Purpose for which aerodrome is to be used (e.g. commercial air transport, flying training, cargo):

Details of proposed aviation activities (e.g. gliding, parachuting, microlights):

Classification of aircraft to be operated at the aerodrome (e.g. aeroplanes, helicopters, gyroplanes):

Is night use required? Yes No

Rescue and fire fighting level of service:

Typical aircraft types to be served at the aerodrome:

Runway declared distances – runway designator, TORA, TODA, ASDA, LDA in metres for each runway, including intersection take-off if applicable:

Type of approaches: