

Application for Verification of a Renumbered Licence Issued By The UK CAA, after 17 September 2012 for the Re-issue of a FAA Validation (FAR 61.75 Certificate)



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.

This form is to be used by Flight Crew Licence holders who have an FAA licence issued on the basis of a licence that has been reissued by the UK CAA as a Part-FCL licence with the European licence number format.

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. APPLICANT DETAILS	To be completed by the Applicant
This application will be considered in respect of and, if appropriate, granted or issued to, the applicant(s) named below.	
a) Individual (including sole traders and partnerships)	
CAA Personal Reference Number:	
Title: Forename:	Surname:
Date of birth (dd/mm/yyyy):	Nationality:
Town of birth:	Country of birth:
Permanent Address:	
Country	Postcode:
Telephone:	Mobile telephone:
E-mail:	

2. ADDRESS FOR CORRESPONDENCE (if different from above)	To be completed by the Applicant
Postal Address (if different from above):	
..... Postcode:	
Note: Failure to provide an address for the FAA to send correspondence to, will mean the application will not be processed.	

3. APPLICANTS CONSENT TO RELEASE INFORMATION.	To be completed by the Applicant
I consent to the disclosure by the UK Civil Aviation Authority (CAA) to the Federal Aviation Administration (FAA) of the details associated with the applicants UK issued licence(s) as requested by the FAA.	
Signature Date:	

4. FAA 61.75 VERIFICATIONS.	To be completed by the CAA
The UK CAA verifies the details of the pilot named below, whose pilots licence has been reissued in the new number format on or after 17 September 2012	
Current FAR 61.75 certificate number	
UK issued licence number prior to 17 September 2012	
UK issued licence number post 17 September 2012	
We confirm the licence is not under suspension or revocation. In addition we confirm sight of documentation showing photographic identity of the pilot and their mailing address	
Name of CAA Officer Signed	
Dated CAA Stamp	

5. CHARGES

The charge(s) required as calculated in accordance with the CAA Personnel Licensing Scheme of Charges (published in CAA Official Record Series 5) (www.caa.co.uk/ors5) to be paid on application are enclosed herewith.

NB: This application will not be processed until the applicable charges have been received.

Total charges included are: £

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 for more information.

6. FINANCIAL DECLARATION

I am applying for Verification of a Renumbered Licence Issued By The UK CAA, after 17 September 2012 for the Re-issue of a FAA Validation (FAR 61.75 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).

I agree to pay any additional charges which may become payable in respect of this application under the Scheme of Charges.

Name of Applicant:

Signature of Applicant: Date:

7. APPLICATION PROCEDURE

Licence verification can only be completed by presentation in person at the Public Counter at Civil Aviation Authority, Aviation House, Gatwick Airport South, West Sussex, RH6 0YR, United Kingdom.

You will need to produce the following:

- This completed form,
- Details of your previous FAR 61.75 certificate,
- Official photographic ID bearing your signature,
- A utility bill, bank statement or council tax bill with your address on it, and;
- The verification fee.

Your licence, including the associated medical certificate, must be valid on the day that you make this application.

8. CAA USE ONLY

Date of Issue: Checked by: Signed by: