

## Application for Amendment to a Pilot Licence

### Notes for applicants

For further information on processing this application refer to the CAA website, <http://www.caa.govt.nz> and follow through the *Pilot* home page to [Tips on Processing your Licence Application](#) page.

### 1. Personal Details

NZ CAA Client / Licence Number		Date of Birth (dd/mm/yy)	
Title (Mr/Mrs/Ms/Miss)	Last Name		
Given Name(s)			
Country of Birth	Nationality		
Address for Service - Civil Aviation Act, s8, requires applicants to provide an address for service in New Zealand (i.e. a physical address) and to promptly notify the Director of any changes.			
Tel	Mob		
Fax	Email		
Postal Address (if different from Address for Service)			
Tel	Mob		
Fax	Email		

### 2. Amendment Requested

<i>Please tick appropriate box(s). Refer Section 4 for required supporting document(s) you need to supply.</i>	Aircraft Type Rating(s) <input type="checkbox"/> Types: _____	
	<i>Specify Aircraft Type(s) &amp; provide 24061/13,21 or evidence of sign off by certified NZ Instructor - refer AC61-10</i>	
	Aerobatic Flight Rating <input type="checkbox"/>	Chemical Rating <input type="checkbox"/> Topdressing Rating <input type="checkbox"/>
	Parachute Drop Rating <input type="checkbox"/>	Glider Tow Rating <input type="checkbox"/> Aerial Spray Rating <input type="checkbox"/>
<b>Additional Nav Aid:</b>	ADF <input type="checkbox"/> ILS <input type="checkbox"/> GNSS <input type="checkbox"/>	VTA <input type="checkbox"/>
Aviation English Language Proficiency Assessment <input type="checkbox"/>	Change of Nationality <input type="checkbox"/>	Change of Name <input type="checkbox"/>

### CAA USE ONLY

Product Code	Receipt No.	Receipt Date	W/R No.
AMENDDOC			

### 3. Declaration

<p><i>The provision of false information or failure to disclose information relevant to the grant or holding of an aviation document constitutes an offence under Section 49 of the Civil Aviation Act 1990 and is subject, in the case of an individual, to imprisonment for a term not exceeding 12 months or to a fine not exceeding \$10,000.</i></p>	<p>I declare that to the best of my knowledge and belief the statements made and the information supplied in this application and the attachments are complete and correct.</p> <p><b>Consent to Disclosure &amp; Collection</b></p> <p>I authorise the collection by the Director of Civil Aviation or his delegate (hereinafter referred to as "the Director") from, and the disclosure to the Director by, any person, organisation or government department of any details of my knowledge &amp; compliance with transport safety regulatory requirements.</p> <p>I authorise the Director to use, and disclose, the information obtained about me for any purpose under the Civil Aviation Act 1990, or other such purpose permitted by law.</p>		
<p><b>Applicant's Signature</b></p>		<p><b>Date</b></p>	

### 4. Applicant's Check List – to be completed by applicant

<p><i>Please tick off this check list and ensure all applicable documents are enclosed.</i></p> <p><i>Applications which are incomplete or lacking any required documents will be returned.</i></p> <p><i>CAA cannot hold partial applications awaiting further information.</i></p>	<p>1. Copy of current Flight Crew Licence <input type="checkbox"/></p> <p>2. Proof of Payment – For Fee(s) <input type="checkbox"/></p> <p>3. Name and ID completed at the top of this page <input type="checkbox"/></p>
	<p>Where required, enclose following documents.</p>
	<p>4. Flight test report - <i>(for ratings other than aircraft types)</i> <input type="checkbox"/></p> <p>5. Copy of logbook page showing the appropriate organisation's certification of competence <i>(for Aerobatic, Parachute Drop, Glider Tow, Chemical, Topdressing, Spraying or VTA Ratings)</i> <input type="checkbox"/></p> <p>6. Provide evidence of sign off by certified NZ Instructor - <i>(for Aircraft Type Ratings)</i> <input type="checkbox"/></p> <p>7. Aviation English Language Proficiency Assessment Credit <input type="checkbox"/></p> <p>8. Evidence of Nationality or Name change - <i>(if applicable)</i> <input type="checkbox"/></p>

**Scan this form and email with a copy of your receipt to [lic.applications@caa.govt.nz](mailto:lic.applications@caa.govt.nz), or post to Civil Aviation Authority, PO Box 3555, Wellington 6140, New Zealand**

***Please allow 10 working days from date of receipt for processing application***

## Fees

**Note:** There is no fee for the addition of 'aircraft type ratings' or 'additional to navigation aids' when applying for another chargeable rating at the same time.

The amendment fee is \$131.00 (incl GST) per rating.

Confirmed Payment - Receipt Number \_\_\_\_\_

Unless the full fees are paid and receipt is attached, applications will not be processed.

***DO NOT SEND CASH.***

Please pay online at <https://sec.caa.govt.nz/onlinepayment> and attach the receipt that will be emailed to you.