Part 21 application for issue, reissue, or amendment of an airworthiness certificate – standard or restricted category

CIVIL AVIATION AUTHORITY OF NEW ZEALAND
Te Mana Rererangi Tūmatanui o Aotearoa

Instructions:

- Refer to Advisory Circular AC 21-2 before completing this application.
- All sections of this form are to be completed, unless otherwise stated.
- To avoid the issue of an airworthiness certificate being delayed, provide all information accurately and fully prior to the aircraft inspection date.
- Provisional information can be provided for some details (as indicated within each section), on the condition that all information is provided at or prior to the aircraft inspection date.
- Applications for aircraft without acceptable evidence of conformity should be submitted to the Civil Aviation Authority (CAA) as soon as the aircraft arrives in New Zealand (NZ), or as soon as the decision to rebuild/restore/return aircraft to service is made.
- Full model and component designations are required (refer to the manufacturer's data plates).
- English translations of foreign documentation is to be provided. Please note, certified copies may be required.

Charges, fees and invoicing:

- The CAA standard hourly charge applies. See Fees, Levies, and Charges page on the CAA website for more information.
- Charges associated with an application will be invoiced to the person/organisation indicated under section '2. Invoice details'.

Submitting your application:

- To support the coordination of staff, applications with acceptable evidence of conformity, as defined in AC 21-2, should be submitted to CAA not less than 28 days prior to the inspection date noted in section '8. Requested inspection date'.
- Submit your application and all supporting documentation to:
    - **Email**: certification@caa.govt.nz

      or
    - **Post**: Certifications
      c/o Advice, Triage and Planning team
      Civil Aviation Authority
      PO Box 3555
      Wellington 6140

For support or guidance, contact the Advice, Triage and Planning Coordinator team via certification@caa.govt.nz.

1. Applicant details

Person completing this form:	☐ Registered owner ☐ Agent		
Full name of person completing this form:		CAA participant no.:	
Registered owner of aircraft:		CAA participant no.:	
Email:		Phone:	
Address for service: *The Civil Aviation Act 2023, s73, requires applicants to provide an address for service in NZ (ie, a physical address) and to promptly notify the Director of any changes.*			

Contact person for further information concerning this application:

Name:		Position:	
Phone:		Email:	
Postal address:	☐ Address for service Other:		

2. Invoice details

Invoices are to be sent to:

Full name:		CAA participant no.: *(if applicable)*	
Email:		Phone:	
Address:	☐ Address for service ☐ Postal address	Purchase order no.:	
	Other:		

3. Reason for application

☐ Initial Issue	☐ Reissue *	☐ Amendment *	
*If reissue or amendment, explain the reason for the application:			
Airworthiness certificate category required:	☐ Standard	☐ Restricted	
Purpose of the restricted category:	☐ Agricultural operation under CAR Part 137	☐ Operation under CAR Part 91	☐ International ferry flight
	☐ Other special purpose *(please specify)*		

4. Aircraft description

Aircraft:	
a. Manufacturer	
b. Model designation	
c. Constructor's serial number	
d. Type certificate as per data plate	
e. Date of manufacture	
f. Country of manufacture	
g. New or used	
h. Maximum certificated take-off weight	
i. Previous registration *(if applicable)*	

Engine(s):	**Engine 1**	**Engine 2**	**Engine 3**	**Engine 4**
j. Manufacturer				
k. Model designation				
l. Serial number				
m. Power/thrust rating				
n. New or used				
o. Date of manufacture or date of last overhaul *(whichever is most recent)*				
p. Country of manufacture				

Propeller(s)	**Propeller 1**	**Propeller 2**	**Propeller 3**	**Propeller 4**
q. Manufacturer				
r. Model designation including blades *(if applicable)*				
s. Serial number				
t. New or used				
u. Date of manufacture or date of last overhaul *(whichever is most recent)*				
v. Country of manufacture				

Registration:

Provide details of the registration status of the aircraft described above, including the registration mark (ZK-), or confirmation that an application for registration has been submitted.	

5. NZ type acceptance

Identify the relevant flight manual as specified in the Type acceptance reports on the CAA website (aviation.govt.nz): Type acceptance reports. If no applicable report is available, contact certification@caa.govt.nz for guidance.

Note: AC 21-1 Appendix 2 lists aircraft models which have been type certificated or type accepted in NZ and the basis for NZ certification of those models. If the subject of this application is not listed or the certification basis differs, a new or amended type certificate or type acceptance certificate is required. Refer AC 21-1.

6. Initial application **only complete for an initial application or if details have changed since the last certificate issue.*

A. Evidence of conformity to type certificate:

Attach a copy of the relevant document (for NZ newly manufactured aircraft this may be supplied at the inspection)

	Attached with application	Provide prior to or at inspection
Statement of conformity (NZ aircraft manufactured under CAR Part 148):	☐	☐
Export airworthiness certificate or equivalent (imported aircraft):	☐	
Country aircraft being imported from *(if applicable):*		

Brief history of aircraft:

B. Eligibility investigation – information required:

Where an export airworthiness certificate (or equivalent document) is not available, or the aircraft was not last certified in NZ, CAA will conduct an eligibility investigation. This investigation determines and documents how the aircraft meets, or will meet, conformity requirements (see Advisory Circular AC 21-2 for full details).

To support this process, relevant information should be supplied. This may include:

- a copy of the last valid airworthiness certificate
- summary of the available aircraft maintenance records
- a certified history of the aircraft since it was last airworthy.

Additional information is required if the aircaft was imported damaged or incomplete, or is being rebuilt after an accident in NZ. In these cases, additional information must be provided:

- photographs of the aircraft as imported
- a complete list of damage or missing components
- a copy of any accident report
- a summary of the proposed rebuild process including
    - source of replacement parts
    - approved repair schemes (where applicable)
    - approximate rebuild timetable.

Information attached to support the eligibility investigation:

***Note**: Based on the information supplied, CAA will determine whether an inspection of the aircraft is required as part of the eligibility investigation. This inspection is separate to the final inspection required for certificate issue.*

7. Supporting documentation

The following documentation is required with your application. If you are unable to provide any documents at this time, indicate that they will be supplied prior to, or at the time of inspection.

	Attached with application	Provide prior to or at inspection
a. Modification summary and approvals record	☐	☐
b. Airworthiness directive compliance summary	☐	☐
c. Flight manual	☐	☐
d. All maintenance records and NZ logbook	☐	☐
e. Additional NZ requirements compliance statement	☐	☐
f. Last 100 hr/annual inspection records	☐	☐
g. Weight and balance data	☐	☐
h. Electrical load analysis	☐	☐

8. Requested inspection date

The aircraft described in section 4 will be presented for inspection at:

Location:

and will be available from date (dd/mm/yyyy)

Note: This date is considered provisional only by CAA. CAA will require written notification to confirm when the aircraft will be ready for survey at least 10 working days prior to the requested date.

9. Declaration

Under sections 107 and 362 of the Civil Aviation Act 2023, communicating false information or failing to disclose information relevant to the granting or holding of an aviation document is an offence and liable on conviction, in the case of an individual, to imprisonment for a term not exceeding 12 months or a fine not exceeding $30,000, or both; and in the case of a person other than an individual, to a fine not exceeding $100,000.

I hereby declare that:

☐ I am, or have applied to be, the registered owner (or am the agent of the registered owner) of the aircraft described in section 4 of this application form;

☐ I have read and understand the requirements under Civil Aviation Rule Part 21, Subpart H;

☐ to the best of my belief, the information supplied in this application and any documentation attached is true and correct, and shows compliance with the Civil Aviation Rule Part 21, Subpart H;

☐ any documentation to be provided prior to or at the inspection will be complete and available when requested.

Full Name:		**Date:**	
Signature			