

## Application for Issue, Renewal or Amendment of a Foreign Air Operator Certificate Under Civil Aviation Rule (CAR) Part 129

### Application requirements and instructions for completing the form

- a) The CAA Standard Rate hourly charge applies. Follow the link for information on [fees and charges](#). NOTE: If an organisation is being invoiced, you MUST obtain the details AND signature of the person authorising the payment in Section 2.
- b) **For Initial Issue:** Complete all Sections and provide a current copy of the Exposition and evidence required by Sections 5(a), 6 and 8 of this form.

Note: The CAA may require sending a Flight Operations Inspector and an Airworthiness Inspector to visit the airline and the Civil Aviation Authority of the country of domicile prior to certification, in which case, the total estimated cost of the visit shall be paid in advance with the application.

**For Renewal:** Complete Sections 1, 2, 3, 4, 5a(i) and 12

5(a)(ii) if you have changed aircraft type;

5(b) & (c), 6, 7 if you have changed aircraft type or equipment;

8 if you are requesting this as a new approval;

9, and 10 as appropriate.

Provide an updated copy of the Exposition.

**For amendment:** Complete Section 1, 2 and 12 and any parts appropriate to the amendment request.

Where required, add additional text explaining the need for the amendment.

If the amendment affects the Exposition, provide an updated copy showing the amendments.

- c) Please ensure all documents and applicable fees are enclosed. No application will be processed until all required documentation and applicable fees are received.
- d) **Submit the completed application and supporting documentation to either:**

Email: [certification@caa.govt.nz](mailto:certification@caa.govt.nz)

Post: Certification Unit, Civil Aviation Authority, PO Box 3555, Wellington 6140

Initial Issue

Renewal

Amendment

### 1. Organisation Details

CAA Participant Number (if known)

Legal Name of Organisation

(The certificate will be issued in this name)

Trading name(s) (if any, under which the certificate holder may operate)

Address for Service

The Civil Aviation Act, s8, requires applicants to provide an address for service in New Zealand (i.e. a physical address, not a P.O. Box) and to promptly notify the Director of any changes.

Postal Address

(if different from Address for Service)







Post Code

Post Code

Tel

Tel

Email

Email

Name and position of representative in New Zealand			
Name	<input type="text"/>	Position	<input type="text"/>
Tel	<input type="text"/>	Mobile	<input type="text"/>
Email	<input type="text"/>		
Your reference	<input type="text"/>		

## 2. Details for Invoice

Please provide the name of the organisation or applicant and address for the invoice to be sent. If an organisation is being invoiced, you MUST obtain the details AND signature of the person authorising payment.

The invoice is to be sent to:	<input type="checkbox"/> Applicant		<input type="checkbox"/> Organisation	
Applicant or Organisation Name:	<input type="text"/>	CAA Participant No:	<input type="text"/>	
Name of the person authorising payment: (If applicant, N/A)	<input type="text"/>	Purchase Order No: (If applicable)	<input type="text"/>	
Title/Position within the company:	<input type="text"/>			
Email:	<input type="text"/>	Phone:	<input type="text"/>	
Postal Address: (For the invoice to be sent to individual or organisation)	<input type="text"/>			
	<input type="text"/>			
	<input type="text"/>			
	<input type="text"/>			
Signature: (Of the applicant or person within the organisation authorising payment)	<input type="text"/>			

## 3. Proposed Services

Kinds of operation proposed:	<input type="checkbox"/> Passenger		<input type="checkbox"/> Cargo	
Regular	<input type="checkbox"/> Passenger		<input type="checkbox"/> Cargo	
Non-Regular	<input type="checkbox"/> Passenger		<input type="checkbox"/> Cargo	
Destination aerodromes in New Zealand	<input type="text"/>			
Alternate aerodromes in New Zealand	<input type="text"/>			

## 4. Aircraft types to be used

Aircraft registered in the country of the applicant:  
*If the aircraft to be used are not registered in the country of the applicant, submit registration and ownership details on a separate sheet, together with a copy of the aircraft lease or charter agreement between the applicant and the lessor*

Name of Manufacturer	Model	Max certificated weights	
		Take-off	Landing
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## 5. Operating Certificate

(a) Provide evidence that the Aviation Authority of the applicant's country of domicile has:

1. Authorised the airline to fly to New Zealand, and
2. Authorised the use of the proposed aircraft type and model, to operate to New Zealand.

A copy of the applicant's **Air Operator Certificate** and appropriate parts of **Operations Specifications** or an equivalent document is attached.

(b) Address of the Authority which issued the operating certificate

█

█

█

Tel

█

Email

█

(c) Name and address of the persons within that Authority who are responsible for the operational and airworthiness surveillance of the certificate holder

Operations

Airworthiness

█

█

█

█

█

█

Tel

█

Tel

█

Email

█

Email

█

## 6. RNP10, RVSM and Stage 3 Noise Level

The NZFIR is designated RVSM and RNP10 airspace. Provide documentary evidence (Photocopy of Ops Specs pages) verifying that:

- (a) the aircraft are appropriately equipped and aircrew are trained in RVSM and RNP10 operational procedures and;
- (b) the aircraft are Stage 3 noise compliant

Ops Specs Evidence attached

## 7. Aircraft Equipment

(a) Number and type and of radio communication equipment installed in each aircraft type:

AIRCRAFT TYPE:

AIRCRAFT TYPE:

█

█

Frequency

Number

Type

Number

Type

VHF

█

█

█

█

H/F

█

█

█

█

Number

Type

Number

Type

ADF

█

█

█

█

VOR

█

█

█

█

DME

█

█

█

█

ILS

█

█

█

█

Transponder Mode

Mode S

Mode C

Mode S

Mode C

(c) Number and type of long range navigation systems installed in each aircraft type:

Navigation

Number

Type

Number

Type

<input type="checkbox"/> INS				
<input type="checkbox"/> IRS				
<input type="checkbox"/> GPS				

(d) Emergency radio equipment carried and/or installed in each aircraft type:

Equipment	Number	Type	Number	Type

(e) Number and type of ACAS II equipment (that meets FAA TSO-C119b) installed in each aircraft:

Equipment	Number	Type	Number	Type

## 8. Aerodrome Meteorological Minima

If requesting approval for take-offs in zero ceiling conditions and visibility less than 800 m, or Category II / III approaches, submit copies of the applicant's approval granted by the Aviation Authority of the country of domicile.

Approval attached

## 9. Flight Crew

- a) Have pilots received training in the use of navigational facilities and communications facilities for instrument flight within New Zealand?
- b) Are pilots been made familiar with air traffic control procedures and the applicable regulations prescribed for the areas to be traversed within New Zealand?

Yes  No

Yes  No

## 10. Air Operator Security Programme

For initial issue of a certificate, submit your company's Air Operator Security Programme to conform with the requirements of NZ Civil Aviation Rules Part 108.

A program is not required if:

- a) Your aircraft is freight only, or
- b) It is configured to seat less than ten passengers (excluding crew member seats).

Security manual is already lodged with NZCAA	<input type="checkbox"/>
Security manual and/or amendments attached	<input type="checkbox"/>
Security manual not required for the operation	<input type="checkbox"/>

## 11. Fees and Charges

### Initial issue:

*A minimum charge of **four hours** at the prevailing standard hourly rate is avable in advance for applications for initial issue only. This may be increased, depending on the credit worthiness of the applicant, to a maximum of the estimated cost of certification. The charge is credited towards the total and a final adjustment will be made on completion of certification. The CAA Standard Rate hourly charge applies thereafter for the time taken to assess and process the application. Follow the link for information on [fees and charges](#). Ensure section 2 of this form is completed.*

**Renewal and amendment:**

The CAA Standard Rate hourly charge applies for the time involved. **An advance payment is not required.** Ensure section 2 of this form is completed.

**Civil Aviation Authority  
Westpac, Lower Hutt**

**03-0531-0406878-00**

Pay by bank transfer:

**Particulars:** Invoice or receipt number (if known), or rule part number applied for (e.g., 129Cert)

**Code:** CAA Participant Number (if known)

**Reference:** Aircraft Registration Mark, Organisation or Name (as applicable)

**SWIFT code:** WPACNZ2W

Pay by credit card:

To pay by credit card, please contact the CAA on **(04) 560 9400** and ask for Finance.

**Do not send cash or cheques. Do not send credit card details via email.**

**12. Declaration**

*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 a body corporate, to a maximum fine of \$50,000.*

This application is made for and on behalf of the organisation identified in Section 1.

I have obtained copies of Civil Aviation Rule Parts 12 Accidents & Incidents, 108 Security Programme and 129 Foreign Air Operator Certificate. I have read and understood these Rules as they apply to this application.

I certify that I am empowered by the organisation to ensure that all activities undertaken by the organisation can be financed and carried out in accordance with the requirements of the NZ Civil Aviation Act 1990, as amended (Section 12).

I further certify that a copy of current parts of the Exposition and Operation Specifications will be held at each major location specified in the exposition; and

- (a) relevant parts of the Exposition and Operations Specifications will be made available to those personnel who require them to carry out their duties; and
- (b) staff will comply with the procedures contained in the exposition.

Full name of duly authorised officer / representative of the applicant

Participant Number (if known)

Position of Senior Person

Signature

Date of application

**13. Layout and content of the Exposition.**

The required format of the exposition is available from the CAA web site at: [www.aviation.govt.nz/assets/forms/24129-01A.doc](http://www.aviation.govt.nz/assets/forms/24129-01A.doc)

The Exposition template is a sample to show the layout of your document, and what it has to contain.

**The template example is not a form. Please do not fill it in!**