

## Fit and Proper Person Declaration

### Instructions for completing this form:

- This declaration must be accompanied by an application form - do not send in separately.**
- It may only be used by applicants who:
  - have previously been determined fit and proper; and
  - have no changes to the facts and information previously declared.

### 1. Personal details

CAA participant number		Date of birth (dd/mm/yyyy)	
Title (Mr/Mrs/Ms/Miss)		Last name	
Given name(s)			

### 2. 24FPP Questionnaire details

Provide details of your CAA 24FPP Questionnaire.	Date signed		
	Licence application	<input type="checkbox"/>	<b>or</b> Senior person nomination <input type="checkbox"/> <b>Note: current CV must be attached for senior person nominations.</b>
	Licence type	Position in, and name of organisation	

### 3. Declaration

<b>Note:</b> 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.	<b>I, the named person on this application, declare that I have previously submitted a CAA 24FPP Questionnaire form as detailed above and that the information so presented, including any enclosures, is unchanged and reflects my record of conduct.</b>			
	<b>Consent to disclosure and collection</b> 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, the New Zealand Police, the New Zealand Defence Force or State Services agencies or any other agency of any details of the following information about me: my knowledge and compliance with transport safety regulatory requirements; my physical or mental health or serious behavioural problems; any criminal investigations, charges or convictions, including any matters relating to any transport safety offence. However, I do not consent to the release of any information to which the clean slate scheme applies, pursuant to the Criminal Records (Clean Slate) Act 2004.			
	I authorise the Director to use, and disclose, the information obtained or collected about me for any purpose associated with the lawful functions and activities of the Director and the Civil Aviation Authority under the Civil Aviation Act 1990, or/and other such purpose permitted by law.			
	Applicant's signature	<hr/>	Date	

### Instructions for submitting this form:

Attach this completed questionnaire to the relevant licence or certification (senior person nomination) application and email to the CAA:

- Licence application:** CAR Parts 61,65 & 66 – [licensing@caa.govt.nz](mailto:licensing@caa.govt.nz)
- Organisation Certification application:**
  - CAR Parts 19F, 102, 115, 119, 129, 133, 137, 141, 145, 146, 147, 148 & 149 – [certification@caa.govt.nz](mailto:certification@caa.govt.nz)
  - CAR Parts 139, 171, 172, 173, 174 & 175 – [aeronautical.services@caa.govt.nz](mailto:aeronautical.services@caa.govt.nz)
  - CAR Parts 109 & 140 – [security.regulation@caa.govt.nz](mailto:security.regulation@caa.govt.nz)

or post to:

Civil Aviation Authority  
PO Box 3555,  
Wellington 6140, New Zealand