



Purpose of this form

Use this form to apply for a Part 145 Approval Certificate to provide maintenance services for a registered aircraft and/or aeronautical products.

Who is this form for?

This form is for individuals and organisations who are applying for a Part 145 certificate.

Your contact details

CASR 11.70

All correspondence will be sent by email or post to the contact details provided by you and held in CASA's records.

You must notify CASA of any changes to your contact details. Information on how to change your contact details is available at www.casa.gov.au/changing-your-details

Information needed to complete this form

You should only apply for a CASA approval if you have an operational requirement for the approval and can demonstrate compliance with all the relevant regulatory requirements.

After receiving a completed application form, CASA will calculate and send you a cost estimate for the processing of your application and a list of any additional supporting documents required. Should you wish to proceed with a formal application, you will need to pay the estimate and send additional supporting documentation with your payment.

Note: CASA may refuse to consider an application or to consider it further while there are requirements that the applicant has not complied with (CASR 11.055(1B)).

Filling in this form

This form can be completed as a **fillable form** online.

- Mark boxes like this with a ✓ or a ✕
- Where you see a box like this
Skip to the question number shown.
You do not need to answer the questions in between.

If printing this form:

- Please use black or blue pen.
- Print in BLOCK LETTERS.

Privacy

Personal information you provide to CASA is protected by the *Privacy Act 1988 (Cth)*. For details on how CASA collects, protects and uses personal information, please refer to CASA's Privacy Policy (www.casa.gov.au/privacy-policy)

For more information

Go to www.casa.gov.au or call us on 131 757.

1 Type of Application
Initial
Significant Change Reissue of Certificate
Renewal
Go to next question

2 Does your application include additional significant no reissue of certificate or non-significant changes?
No Go to next question
Yes Please list the changes and affected Exposition pages below and go to next question

3 Are you an Organisation?
No Go to next question
Yes

4 Are you an Individual?
No Your application will be rejected. Please contact CASA on 131 757 if you have any further questions.
Yes

5 Your Organisation's Aviation Reference Number

6 Your Organisation's Legal Name

7 Your Organisation's ACN or ARBN

8 Is your Organisation Australian Registered?
No Go to next question
Yes

9 The location your Organisation was formed or incorporated

10 Your Organisation's ABN

11 Do you want a trading name to appear on your certificate?
Attach additional pages if needed.
No Go to next question
Yes Enter details below
Name

Registration No

12 Your Organisations **registered business** address

This is the office address of the business. If a company, it is the official address as registered with Australia Securities and Investments Commission (ASIC).

Unit/Number

Street Name

Suburb

State/Province

Postcode

Country (if not Australia)

13 What is your Organisation's **Physical address**?

This is the address where you carry out your main aviation activity. If the same as question 11 leave blank.

Unit/Number

Street Name

Suburb

State/Province

Postcode

Country (if not Australia)

14 What is your Organisation's **Postal address**?

This is the address where you would like all correspondence sent

Unit/Number

Street Name

Suburb

14 continued

State/Province

Postcode

Country (if not Australia)

15 The main contact details of the proposed certificate holder(s)

Family name/ Surname

First given name

Phone (Business hours)

Phone (After hours)

Mobile

Email address

16 Your Aviation Reference Number

17 Your name

Family name/ Surname

First given name

18 Your date of birth

DD MM YYYY
/ /

19 Are you using an **Agent** for this application?

No

Yes Go to next question

20 What are the **Agent's** contact details?

Family name/ Surname

First given name

Phone (Business hours)

Phone (After hours)

20 continued

Mobile

Email Address

21 What is the **Agent's postal address**?

Number/Unit

Street Name

Suburb

State/Province

Postcode

Country (if not Australia)

22 Fill in the details that are relevant to your application type

- 1. Initial
Fill 25-40 if applicable only ➡
- 2. Significant Change Reissue of Certificate
Fill 23-40 if applicable only ➡
- 3. Renewal

23 What is the main location you are operating from?
Refer to subparagraph 145.A.70 (a)(8) of Part 145 MOS

Note: Reference to the name of a facility (eg Smith Aero's Hangar) is not acceptable. You must provide address details such as those recorded on the property's rates notice. **If you operate from multiple locations, please attach a separate sheet containing the additional locations.**

Number/Unit

Street Name

Suburb

State/Province

Postcode

Country (if not Australia)

24 Do any of your current employees hold a Maintenance Authority, issued under Civil Aviation Regulations (CAR) 1988, paragraph 33B (1) (a) - authorities to carry out maintenance on aircraft – permitting work on aircraft within your organisation?

No

Yes

25 Are you seeking approval to maintain large aircraft aeroplanes?

No Go to next question

Yes Provide details below

1. Add Remove

Aircraft and Engine Manufacturer

Model or Series

Base

Line

2. Add Remove

Aircraft and Engine Manufacturer

Model or Series

Base

Line

Attach additional pages if necessary

26 Are you maintaining small aeroplanes?

No

Yes Go to next question

27 Are the manufacturers, models series or groups detailed in the Capability List in the Exposition?

No Provide details in the table below

Yes

Note: Only complete this table if the **small aeroplanes** to be maintained by your organisation are not detailed in the Capability List.

1. Add Remove

Aircraft Manufacturer

Model, Series or Group

2. Add Remove

Aircraft Manufacturer

Model, Series or Group

3. Add Remove

Aircraft Manufacturer

Model, Series or Group

Attach additional pages if necessary

28 Are you maintaining large helicopters?

No Go to next question

Yes Provide details below

1. Add Remove

Aircraft and Engine Manufacturer

Model or Series

Base

Line

2. Add Remove

Aircraft and Engine Manufacturer

Model or Series

Base

Line

Attach additional pages if necessary

29 Are you maintaining small helicopters?

No

Yes Go to next question

30 Are the helicopters detailed in the Capability List in the Exposition?

No Provide details below

Yes

Note: Only complete this table if the small helicopters to be maintained by your organisation are not detailed in the Capability List.

1. Add Remove

Aircraft Manufacturer

Model, Series or Group

2. Add Remove

Aircraft Manufacturer

Model, Series or Group

3. Add Remove

Aircraft Manufacturer

Model, Series or Group

Attach additional pages if necessary

31 Are you maintaining Engines and APUs (Not installed in the aircraft)?

Identify the engines and/or APUs for which you are seeking approval to maintain.

No

Yes Go to next question

32 What type of engines will you be maintaining?

Turbine engines Go to next question

Piston engines

33 Turbine Engines

1. Add Remove

Engine

Series or Model

2. Add Remove

Engine

Series or Model

3. Add Remove

Engine

Series or Model

Attach additional pages if necessary

34 Piston Engines

1. Add Remove
Engine Manufacturer

Model or Series or Group

2. Add Remove
Engine Manufacturer

Model or Series or Group

3. Add Remove
Engine Manufacturer

Model or Series or Group

Attach additional pages if necessary

35 Are you maintaining APUs?

No Go to next question

Yes Provide details below

1. Add Remove
APU Manufacturer

Model or Series

35 continued

2. Add Remove
APU Manufacturer

Model or Series

3. Add Remove
APU Manufacturer

Model or Series

Attach additional pages if necessary

36 Are you maintaining aeronautical products other than complete engines or APUs?

No

Yes Go to next question

37 What type of products?

The aeronautical products, identified below, in accordance with the Capability List and changes to the Capability List managed in accordance with the approved exposition change management procedure.

Note: Changes to the Capability List for the scope of the C-ratings held may not constitute a significant change.

The aeronautical products, identified below, in accordance with the Capability List in the exposition.

Note: Changes to the Capability List for the scope of the C-ratings held constitute a significant change.

Identify the type of aeronautical products for which you are seeking approval to maintain.

	Add	Remove
C1 – Air conditioning and pressurisation		
C2 – Auto Flight Systems		
C3 – Communications and Navigation		
C4 – Doors and Hatches		
C5 – Electrical power		
C6 – Equipment and furnishings		
C7 – Engine and APU system products		
C8 – Flight Control Systems		
C9 – Fuel Systems		
C10 – Helicopter Rotors		
C11 – Helicopter Transmissions		
C12 – Hydraulic Systems		
C13 – Instruments		
C14 – Landing Gear System		
C15 – Oxygen Systems		
C16 – Propellers		
C17 – Pneumatic Systems		
C18 – Protection Ice/Rain/Fire		
C19 – Windows		
C20 – Structural Repairs and Modifications		

38 Are you planning on specialist maintenance on Aircraft, Aircraft Engine and Aeronautical products?

Note: Only complete this table if the **small aeroplanes** to be maintained by your organisation are not detailed in the Capability List.

No Go to next question

Yes Tick applicable below

Non-destructive testing

Welding

Other specialist maintenance
(as approved by CASA Standards).
Please list below.

39 Are you applying for an approval to provide permitted training or other training as specified below?

As required, please attach a separate page stating the limitations (or exceptions) of the training to be provided. Refer to 145.A.37 of Part 145 MOS and AC66-1.

Permitted Training Go to next question

Other Training

40 What type of permitted training are you applying for?

Exclusion removal training – in accordance with paragraph 145.A.37(b)

Limited To:

Manufacturer rating training – in accordance with paragraph 145.A.37(c)

Limited To:

41 What type of other training are you applying for?

Category A aircraft type specific training and assessment for line maintenance - in accordance with paragraph 145.A.37(e)

Limited To:

Pilot or flight engineer training to perform maintenance services – in accordance with paragraph 145.A.37(f)

Limited To:

Go to next question

42 Is the attached Exposition / Exposition amendment is based on the CASA sample Exposition?

No Please complete the compliance matrix provided in the sample exposition

Yes Go to next question

43 Applicant(s) Declaration

I am the appointed Accountable Manager

I am the proposed Accountable Manager

I am the agent appointed under a Power of Attorney

If I am signing this application as an agent, I declare that I have obtained the necessary authorisation to enable me to sign on behalf of the Applicant.

1. I understand that the information provided in this application is true and correct. Please note that giving false or misleading information is an offence under Part 7.4 of the Criminal Code Act 1995 (see in particular s.136 and 137.1 of the Criminal Code).
2. I understand that the information provided in this application will allow CASA to calculate the estimate for service for processing this application.
3. I understand and agree that the cost estimate may change if:
 - The application does not accurately and completely identify our requirements; or
 - The details in this application are subsequently changed; or
 - Inadequate supporting documentation has been provided.

If this occurs, I accept that the process of this application may be delayed, and additional charges may be incurred.
4. If I am signing this application as an agent, I declare that I have obtained the necessary Power of Attorney authorising me to sign on behalf of the applicants.
5. I agree to the publication of our Part 145 Approval Certificate with our company's details on the CASA website.

Name

Signature



Date (DD/MM/YYYY)

/ /

Note: You must provide the name and signature of either the Accountable manager or the appointed agent only for CASA to accept this application.

44 Privacy

Any personal information you provide to CASA is protected by the *Privacy Act 1988* (Cth).

CASA can only collect, use and disclose that information in accordance with that Act. CASA will use the information collected in this form for purposes associated with performing its functions under the *Civil Aviation Act 1988*, the *Airspace Act 2007*, the *Aviation Transport Security Act 2004* or the regulations made under those Acts.

For full details on how CASA collects, protects and uses personal information, please refer to **CASA's Privacy Policy** (www.casa.gov.au/privacy-policy)

Returning your form

Check that all required questions are answered and that the form is signed and dated.

You can return this form and the following Payment Authorisation:



By email – scan or photograph this form and all support documents and send them to **regservices@casa.gov.au**



By post – return this form and all support documents to;

**CASA Client Services Centre
GPO Box 2005
Canberra ACT 2601**