



Certificate of Airworthiness due to change of registration mark

CASR 45.050 & 45.125

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OR



Download this form before you begin

Please download and complete with Adobe Acrobat. If you are using a browser to complete this form you may lose your information. Send this form and any attachments to regservices@casa.gov.au.

Purpose of this form

Use this form to apply for a certificate of airworthiness due to a change of registration mark **ONLY**.

Who is this form for?

This form is for an aircraft registration holder or the owner of an aircraft that is registered with a sport aviation body.

If the application is not from the Registration Holder a letter of authority from the Registration Holder is required.

Information needed to complete this form

Operators with an Air Operator's Certificate (AOC) should ensure they have informed CASA Regulatory Services of the changes.

Copies/evidence of the following, as applicable, are required:

- new Certificate of Registration mark change received from CASA
- aircraft re-marked in accordance with CASR 45.050
- installation of fireproof aircraft identification plate bearing the new registration mark in accordance with CASR 45.125
- if applicable, the System of Maintenance must be amended for new registration
- the log book statement must be amended and a copy supplied with this application
- Load Data Sheet (LDS) amended to reflect the new registration mark
- Flight Manual front page amended to show new Mark, Record of Amendments sheet amended, and copy sent to CASA regulatory services
- Maintenance Control Manual and Maintenance Control Instrument changed and application made to CASA
- Maintenance Release (MR) inspection complete and certified or MR amended by person who issued MR to show the new mark

- if Mode S transponder fitted, the 24-bit code has been changed
- Emergency Locator Transmitter (ELT) re-programmed
- all current aircraft, propeller and engine logbooks have been amended
- all maintenance actions above have been appropriately certified
- superseded Certification of Airworthiness attached to this application
- noise certificate changed to reflect change of mark

Aviation Reference Number (ARN)

An ARN is required to complete this form. If you do not have an ARN, [apply now](#).

If you are applying on behalf of an organisation, you will need to have authority to act on the entity's (applicant's) behalf and be able to provide the organisation's ARN.

Contact details

It is important the contact details on the ARN profile are current. CASA uses these contact details when processing this application.

If your address, contact or other details have changed, you must update them prior to lodging this form. You can do this by [changing your details](#) on the CASA website.

Failure to provide up to date contact details to CASA could result in additional fees being charged under the *Civil Aviation (Fees) Regulations 1995* and may constitute a criminal offence.

For more information

Go to the [CASA website](#) or [contact us](#).

Applicant

1 What are the **applicant** details?

Your contact details must be current. Update contact details via [changing your details](#).

Legal entity/full name

ARN

Phone number

Email address

What is the **principal physical** address?
Unit/number

Street name

Suburb

State/territory

Postcode

Country (if not Australia)

2 Are you the **Registration holder** of this aircraft?

No → [Go to 3](#)

Yes → [Go to 4](#)

Registration holder

3 What are the **Registration holder** details?

Full name

ARN

Phone number

Email address

Aircraft details

4 What are the **aircraft registration** details?

Old registration mark (VH-)

Manufacturer

Model

Serial number

New registration mark

5 What is the **new** registration mark (VH-)?

Transponder code details

6 If Mode S transponder fitted, list the transponder codes below;

Transponder code from

Transponder code to

Application details

7 Select all that apply:

Note: Operators with an AOC should ensure they have informed CASA Regulatory Services of the changes.

Operator has informed CASA Regulatory Services of the changes

New Certificate of Registration mark change received from CASA

 Provide copy if required


Aircraft has been re-marked in accordance with CASR 45.050

 Provide photos


Fireproof aircraft identification plate bearing the new registration mark has been installed in accordance with CASR 45.125 and old plate removed

 Provide photos

Log Book statement amended to reflect new registration mark and forwarded to CASA Regulatory Services

 Provide copy and evidence of forwarding to CASA

Proof the SOM has been updated to reflect the new registration mark

 Provide copy and evidence of forwarding to CASA

Load Data Sheet (LDS) is amended to reflect the new registration mark. There is no requirement for Weight Control Authority to review the LDS unless it is warranted by CAO 100.7

 Provide copy (LDS)

Flight Manual front page amended to show new Mark. Record of Amendments sheet amended, and copy sent to CASA Regulatory Services.

 Provide copy and evidence of forwarding to CASA

Revised Maintenance Control Manual and Maintenance Control Instrument changed

 Provide copy

Maintenance Release (MR) inspection complete and certified or MR amended by person who issued MR to show the new mark


 Provide copy

If Mode S transponder fitted, the 24-bit code has been changed and annotated in question 6 of this form
Programmable ELT re-programmed

 Provide copy of certification

7 continued

As per Subparts 91.K, and 121K, 133K, 135K of the CASR, and applicable MOS for the corresponding category, the assigned ELT address code (needs to reflect the registration mark and 24 bit address) has been notified to AMSA

 Provide copy of notification

Any outstanding Aircraft Survey Reports issued by CASA have been acquitted

All required logbooks have been amended

 Provide copies of covers

All the maintenance actions above have been appropriately certified

 Provide copy of certification

Superseded Certificate of Airworthiness attached to this application or previously returned to CASA

 Provide certificate or evidence of return

Noise certificate changed to reflect change of mark

Note: Operational issue, review deeming from Airservices website

 Provide copy

Comments and additional information, if any

8 I declare:

- All statements in this application are true and correct.
- I acknowledge by providing my details below and submitting this application:
- I may commit an offence under the *Criminal Code Act 1995* if I make a false or misleading statement in my application.
 - We may also use your licensing information in deidentified form for aviation safety research/analysis.

Privacy

Any personal information you provide to CASA, as part of this application, is protected by the *Privacy Act 1988*.

We will use the information provided to process this application and may also use it to conduct identity/security checks. Without your consent, we may not be able to process your application.

To meet our accountability obligations, we may disclose this information:

- to other government agencies or other national aviation authorities for certain purposes, and
- to comply with court orders and other legal requirements.

For more information about how we use, disclose and protect your personal information, see our [privacy statement](#) and [privacy policy](#).

Fees

I acknowledge CASA will provide a fee estimate, which will be sent to the contact for this application.

I accept if this application is withdrawn or refused by CASA, or if CASA is unable to assess this application because I have failed to provide the required information and/or documentation, I am liable to pay CASA fees for work conducted.

- I declare and acknowledge the above matters.
- I consent to CASA using my licensing information and other personal information for the above purposes.
- I have read CASA's privacy policy and I authorise CASA to use and disclose the information it collects for this application in accordance with that policy.

Full name

Signature

Date (DD/MM/YYYY)


/ /

Role authority

9 In what capacity are you making this declaration?

- Registration holder
- Agent
- Other, please specify:

An authority must be provided if the person making this declaration is **not** the registration holder of the aircraft.

 Provide authority

Submitting this form to CASA



By email – send this form with all supporting documents attached to regservices@casa.gov.au