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Purpose of this form

Use this form to apply for an initial issue, renewal of, or changes to general approvals issued under Part 91 of the *Civil Aviation Safety Regulations 1998* (CASR).

Who is this form for?

This application form is for individuals or organisations who wish to apply for initial issue approvals, renew, remove or make changes to their existing approvals under CASR Part 91.

This application form is not for operators who hold, or are applying for, an Air Operator's Certificate (AOC). AOC operators should apply for Part 91 approvals using the [Air Operator's Certificate / Associated Approvals](#) application form.

For applications related to air displays, use the [Approval to conduct Air Display](#) application form.

For applications related to low visibility operations, use the [Part 91 approval Low Visibility](#) application form.

For applications related to operations in RVSM airspace and RNP-AR instrument approaches, use the [Navigation authorisation - RNP AR and RVSM](#) application form.

For applications relating to minimum equipment lists, use the [Minimum Equipment List](#) application form.

For queries about, or requests for, any approval or authorisation mentioned in Subpart 91.Z of CASR regarding foreign aircraft, contact CASA International Operations via email: international_ops@casa.gov.au.

Information needed to complete this form

Persons **that do not hold or are not applying for an Air Operator's Certificate (AOC) or Part 138 certificate** who wish to apply for general approvals should review CASR Part 91 before completing this form.

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. You will need to pay the estimate and send additional supporting documentation with your payment before any assessment of your application occurs.

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

ABN/ACN (if applicable)

Phone number

Email address

2 What are you **applying** for (select one)?

Initial issue, addition, or removal of existing approvals → **Go to 3**

Renewal → **Go to 6**

Contact person

3 What are the **contact person** details?

Contact details will be used for this application only, including any questions and/or fee estimates.

Full name

Position (eg. Agent, Secretary)

Phone number

Email address

Part 91 General Approvals

Persons requesting Part 91 approvals related to an AOC, air displays, low visibility operations, operations in RVSM airspace and RNP-AR instrument approach operations should use the separate application forms for these purposes. Links to these separate application forms are listed on Page 1 of this document.

4 Specify the approvals in the table below that you are applying for or seeking revocation of:

If applying for **changes to add approvals**, don't select activities already approved on your Part 91 approval instrument

Part 91 Approval type		
Add	Remove	<p>91.185 (2)(b) – Conducting aerobatic manoeuvres over a populous area or at night.</p> <p> Provide supporting information including a standard risk management plan describing how you propose to manage the risk of the activity proposed.</p> <p>Note: Approval for aerobatic manoeuvres at an air display are encompassed within an air display approval issued to the operator. To apply for an air display, use the application form mentioned on Page 1 of this application form.</p>
Add	Remove	<p>91.195 (2)(a) – Picking up or setting down people or things during flight</p> <p> Provide supporting information including a standard risk management plan describing how you propose to manage the risk of the activity proposed.</p> <p>Note: If CASR 138.410 applies to your operations, a CASR 91.195 approval is not required for this activity. Review CASR 138.410 to determine if you require approval under 91.195.</p>

4 Continued

Part 91 Approval type		
Add	Remove	<p>91.200 (1)(b) – Persons not to be carried in certain parts of aircraft</p> <p> Provide supporting information including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p> <p>Note: If CASR 138.410 applies to your operations, a CASR 91.200 approval is not required for this activity. Review CASR 138.410 to determine if you require approval under 91.200.</p>
Add	Remove	<p>91.205 (2)(b) - Flying in formation at night</p> <p> Provide supporting information including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p> <p>Note: If conducting this activity, the requirements in CASR 91.205 must be met. For the requirement for a pilot to hold flight activity endorsements to fly in formation, see regulation 61.380 and table 61.1145.</p>
Add	Remove	<p>91.205 (3)(b) – Flying in formation in Instrument Meteorological Conditions (IMC)</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p> <p>Note: If conducting this activity, the requirements in CASR 91.205 must be met. For the requirement for a pilot to hold flight activity endorsements to fly in formation, see regulation 61.380 and table 61.1145.</p>
Add	Remove	<p>91.210 (2)(a) – Towing of things by aircraft</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.267 (3)(h)(i) – Minimum height rules – other areas – other than over a populous area or public gathering</p> <p>Specify height < 500ft required (in increments of 50ft)</p> <p> Attach supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed and procedures for the conduct of a risk assessment for the proposed area to be flown over – see CASR 91.267 (3)(h).</p> <p>Note: CASR 91.267 does not apply to certain medical transport operations in a rotorcraft and certain aerial work operations – see regulations 133.167 and 138.275.</p>
Add	Remove	<p>91.285 (1)(b) – VFR flights - flights in Class A airspace</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>

4 Continued

Part 91 Approval type		
Add	Remove	<p>91.320 (1)(b)(i) – Specified aircraft performance categories</p> <p>Aircraft type, model and registration</p> <p>Outline of performance category required</p> <p>Aerodromes (please list)</p> <p>Aircraft type, model and registration</p> <p>Outline of performance category required</p> <p>Aerodromes (please list)</p> <p> Provide additional pages if required</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.510 (2)(c) – Fuelling aircraft – persons on aircraft, boarding or disembarking</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p> <p>Note: This regulation does not apply if any of CASR 121.240, 133.195, 135.220 or 138.302 applies to the operation of the aircraft. CASR 91.510 (2) does not apply in relation to the replacement of fuel cylinders on a Part 131 aircraft.</p>
Add	Remove	<p>91.600 (2)(d)(ii) - Carriage of cargo - general</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>

4 Continued

Part 91 Approval type		
Add	Remove	<p>91.745 (2)(b)(ii) - Multi-engine aeroplane - simulating engine failure – aeroplane type certificated to carry >9 but no more than 19 passengers – conducting a simulated engine failure in an aeroplane even though a flight simulator is available in Australia for the type of aeroplane</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.745 (2)(c)(iii) - Multi-engine aeroplane - simulating engine failure – aeroplane type certificated to carry >19 passengers – conducting a simulated engine failure in an aeroplane even though a flight simulator is available either in Australia for the type of aeroplane, or in a foreign country that is approved by the recognised aviation authority of that country</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>

Part 91 Approvals - Provisionally certificated aircraft, experimental aircraft and aircraft with Special Certificates of Airworthiness

Persons requesting to obtain a Part 91 approval listed in the table below are advised that, except for the approval mentioned in regulation 91.885 of CASR which can only be issued by CASA, these approvals can be obtained from CASA under regulation 91.045 of CASR, or from an authorised person under regulation 91.050 of CASR.

This application form is **solely for persons applying to CASA for a 91.045 approval**.

If the intent of the applicant is to apply to an authorised person for a 91.050 approval, the applicant should approach a relevant authorised person directly. Each authorised person holds a delegation only for specific purposes. A list of authorised persons and their specific delegations is available from [CASA's website](#).

5 Specify the approvals in the table below that you are applying for or seeking revocation of:

If applying for **changes to add approvals**, don't select activities already approved on your Part 91 approval instrument

Part 91 Approval type		
Add	Remove	<p>91.860 (1)(a) – Provisionally certificated aircraft - flights outside an area specified in a condition on the aircraft's provisional certificate of airworthiness</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.860 (1)(b) – Provisionally certificated aircraft - flights over a populous area</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.860 (1)(c) – Provisionally certificated aircraft - flights to take place at night and/or under IFR conditions</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>

5 Continued

Part 91 Approval type		
Add	Remove	<p>91.865 (2)(b)(ii) – Provisionally certificated aircraft – carriage of a person who does not have a function in the aircraft's operations</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.870 (1) – Provisionally certificated aircraft – additional requirements for operators – procedures for use by flight crew and personnel who carry out a ground support duty in operating the aircraft and landing or taking off from an aerodrome if take-off or approach over a populous area is necessary</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.875 (2)(e)(ii) – Experimental aircraft – operating requirements – flight to take place at night and/or under the IFR</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.875 (2)(f) – Experimental aircraft – operating requirements – flights over a populous area that is a built-up area of a city or a town</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p> <p>Note: The effect of CASR 91.875 (2)(f) is altered by an exemption in section 25 of CASA EX67/24.</p>
Add	Remove	<p>91.875 (2)(g) - Experimental aircraft – operating requirements – flights over a public gathering</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.885 (a) - Experimental aircraft – maximum number of persons to be carried</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>
Add	Remove	<p>91.920 (1)(b)(iv) – Aircraft with special certificates of airworthiness – flight tests to be conducted in certain areas – flight tests of amateur-built aircraft over areas other than open water, sparsely populated or unpopulated areas</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>

5 Continued

Part 91 Approval type		
Add	Remove	<p>91.920 (2)(b)(ii) – Aircraft with special certificates of airworthiness – flight tests to be conducted in certain areas – flight tests of amateur-built aircraft in areas where, in the event of a loss of control of the aircraft, there would be more than minimal risk to other air traffic</p> <p> Provide supporting information, including a standard risk management plan describing how you propose to manage the risk of the activity proposed</p>

For queries about, or requests for, any approval or authorisation mentioned in Subpart 91.Z of CASR regarding foreign aircraft, contact CASA International Operations via email: international_ops@casa.gov.au.

This area has been intentionally left blank

6 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.
- I have used my best efforts to identify all Commonwealth, state and territory environmental protection legislation that governs the aviation-related activities I will be engaging in under the authorisation for which I am applying. I recognise and understand these obligations and will endeavour in good faith to comply with the applicable requirements specified in that legislation.
- 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

In what capacity are you making this declaration?

Self

Director

Agent

Executor

Other, please specify:

An authority must be provided if the person making this declaration is **not** the individual or an office holder of the entity named in question 1.

 Provide authority if required

Submitting this form to CASA



By email – attach this form and all supporting documents. Send them to regservices@casa.gov.au