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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 applications@casa.gov.au.

Purpose of this form

Use this form to apply for an Examiner Private Pilot (Balloon) Permit.

Who is this form for?

This form is required for individuals who are at least 18 years old who hold an Instructor Private Pilot (Balloon) permit Grade 1 with the appropriate aeronautical experience, who wish to apply for an Examiner Private Pilot (Balloon) Permit.

Information needed to complete this form

- You must hold a valid Instructor Private Pilot (Balloon) Permit Grade 1 who has logged:
 - a minimum of 40 hours of flight instructional experience as the holder of Instructor Private Pilot (Balloon) Permit Grade1;OR
 - more than 200 hours flight instructional experience as pilot in command of an aircraft, of which at least 20 hours must be instructional experience as pilot in command of a free balloon.OR
- have been appointed by CASA.
- Once assessed in accordance with section 2.6.2 of the CASA Recreational Balloon Procedures Manual (CPRBM), the applicant will be contacted accordingly.

Aviation Reference Number (ARN)

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

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 your contact details via [changing your details](#).

Full name

ARN

Phone number

Email address

Aeronautical experience

2 What is your aeronautical experience?

Refer to CASA Recreational Ballooning Procedures Manual

Instructor Private Pilot (Balloon) Permit + experience

Type of experience	Minimum hours	Actual hours
Instructor Private Pilot (Balloon) Permit – Grade 1	At least 40	
OR		
Flight instructional experience as PIC	At least 200	
With instructional experience as PIC of free balloon	At least 20	

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3 I declare:

- All statements in this application are true and correct.

I acknowledge by providing my details below and submitting this application:

- This satisfies the requirement for me to sign 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](#).

- 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

Date (DD/MM/YYYY)

/ /

Submitting this form to CASA

Choose one option only



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



By post – return this form and all supporting documents to:

CASA Client Services Centre
GPO Box 2005
Canberra ACT 2601