



Download this form before you begin

Please download and complete with Adobe Acrobat. If you're 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 if you intend to apply for an approval or authorisation under the Civil Aviation Safety Regulations 1998, not covered by the remotely piloted aircraft authorisation application (form 101-09) or the extended visual line-of-sight (EVL0S) approval application form.

Who is this form for?

This form is for use by individuals and organisations who operate micro RPA and holders of an RPA Operator's Certificate (ReOC). For ReOC holders, this form should be submitted by the Chief Remote Pilot.

This form can be used to apply for approvals such as, but not limited to:

- 1:many operations (e.g. drone light shows) (CASR 101.029)
- Operations within 30 m of people (CASR 101.029)

Information needed to complete this form

Applicants should review the relevant Part 101 CASR and Manual of Standards provisions before completing this application.

Applicants are required to complete and submit ALL parts of the application to be acceptable to CASA.

The completion of this application form is the first step in the application process. On receipt of a completed application form, CASA will calculate and send you an estimate of the cost to process your application and any additional information you must submit.

Should you wish to proceed, you will need to pay the estimate and send any requested documents to CASA.

CASA may refuse to consider an application or to consider it further while there are requirements that the applicant has not complied with.

If at any time you would like assistance with any aspect of this form, please contact CASA by email at regservices@casa.gov.au.

Aviation Reference Number (ARN)

An ARN is an identifier that is similar to an account or customer number. You will need an ARN to complete this form.

If you do not have an ARN, [apply for an ARN](#).

If you are applying on behalf of an organisation, you need to provide the organisation's ARN and have authority to act on behalf of the entity.

Contact details

CASA will use the currently held contact details linked to your ARN profile.

If your address, contact or other details have changed, you must update them online using [changing your details](#) prior to lodging this form.

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.

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 civil aviation legislation and other Australian laws.

For full details on how CASA collects, protects and uses personal information, please refer to [CASA Privacy Statement](#).

For more information

Go to the [CASA website](#) or call us on 131 757.

Applicant

1 What are the **applicant** details?

If your address, contact or other details have changed, you must update them using [changing your details](#).

Legal entity/full name

ARN

Contact number

Email address

2 If the applicant is a ReOC holder, what are the **Chief remote pilot** details?

This form should be submitted by the Chief remote pilot.

Full name of the Chief remote pilot

ARN

Contact number

Email address

3 Provide a brief overview of your proposed operation and application

 **Attach additional pages if required**

4 RPA or model aircraft to be used in the operation (if applicable)

RPA Category (e.g. multirotor, aeroplane, powered lift)	Make and model	MTOW or max. gross weight at take off (whichever is higher)

 **Attach additional pages if required**

5 Is this application associated with another CASA RPAS application?

No

Yes Job No:

6 What are the proposed start & end dates? (if applicable)

Start date (DD/MM/YYYY)

/ /

End date (DD/MM/YYYY)


/ /

7 Is the proposed operation confined to an area? (if applicable)

No This infers it may apply in all states and territories

Yes Provide coordinates for the area of operation

Note: Coordinate format – point to point coordinates or a radius from a single point listed in degrees, minutes and seconds.

 **Attach additional pages if required (KMZ file)**

8 Will any agencies/landowners be impacted by the operation?

No ➔ **Go to 11**


Yes ➔ **Go to 9**

9 What are the agency/landowner details?

Full name

Contact number


Email address

 **Attach additional pages if required**

10 Has agreement been obtained from the agencies/landowners?

No Further evidence may be required

Yes

 **Attach evidence of agreement**

Application checklist

11 Select/specify attachments:

For ReOC holders, updated RPAS operations manual is attached

For ReOC holders, updated RPAS operational procedures (library) is attached

For non-ReOC holders, documented operational procedures is attached

Risk assessment is attached

Job safety assessment (site hazards) is attached

Aeronautical radio qualifications is attached

Procedures associated with this application is attached

Concept of operations (CONOPS) is attached

Maps/diagrams of operational area (KMZ file) is attached

If other please specify

Declaration

12 I declare that:

- I am authorised to make this application and hold the role indicated below.
- All statements in this application are true and correct in every particular and that I have read and understood all provisions of the Civil Aviation Safety Regulations 1998 which are relevant to this application.
- I understand CASA will use the currently held details to process this application and it is my responsibility to ensure my details are correct prior to lodgement.
- I consent to CASA using and disclosing my personal information in accordance with [CASA Privacy Statement](#) including exchanging the information with Commonwealth, State and Territory government agencies.
- I acknowledge CASA will provide a fee estimate, which will be sent to the contact for this application.
- I accept that if this application is withdrawn or refused by CASA, or if CASA are unable to assess the application because I have failed to provide the required information, I am liable to pay CASA fees for work conducted.
- I have attached all required documentation specified in the application checklist.
- I acknowledge that to knowingly make a false or misleading statement in this application is an offence against the [Criminal Code Act 1995 \(Cth\)](#).

Full name

Date (DD/MM/YYYY)

/ /

In what capacity are you making this declaration?


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 or 2.

For example: Self, CEO, Chief Remote Pilot, Agent, Authorised person

If declaring as an Agent, you must provide address details.

 **Attach authority**

Returning your form

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