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Purpose of this form

Use this form to apply for or make changes to 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 or organisation to make applications for approvals or notification of changes which are not significant concerning a Part 145 Approved Maintenance Organisation.

Refer to [CASR Part 145](#)

Information needed to complete this form

You should only apply for a CASA approval if you have an operational requirement for the approval, can demonstrate capability for the required scope of approval and 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. You will need to pay the estimate and send additional supporting documentation with your payment.

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)).

If applying for an initial issue or a significant change involving nominated personnel, the [Nominated Personnel Approval \(Form 4\)](#) must be completed by each individual and included with the application.

If you are applying for Initial approval or a Significant change which relies on including provisions of any exemptions, details must be specified in Question 9.

The application must include the Exposition/Exposition amendment. Section 145.A.70 of the Part 145 [Manual of Standards \(MOS\)](#) sets out the requirements for the applicant to have an exposition and what must be included. The [MOS AMC 145.A.70](#) and [CASA Sample Exposition](#) provide the acceptable means of compliance and guidance material. A copy of the Part 145 Sample Exposition can be found on the CASA website.

Aviation Reference Number (ARN)

An ARN is required to complete this form.

If you are the applicant and 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 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*. 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's Privacy Statement](#).

For more information

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

Applicant

1 What are the **applicant** details?

This is the entity who holds or will hold the certificate.
Your contact details must be current. Update your contact details via [changing your details](#).

Legal entity/full name

ARN

Phone number

Email address

2 Is the **applicant** (the entity named above) an individual?

No → [Go to 3](#)

Yes → [Go to 4](#)

3 Who is the **Accountable Manager** for this certificate?

Full name

ARN

Position (CEO, Director)

Phone number

Email address

4 Is there a **contact person**, other than the Accountable Manager for this application?

No → [Go to 6](#)

Yes → [Go to 5](#)

5 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 (Agent, Secretary)

Phone number

Email address

6 Do you want a **Registered Business** name to appear on your certificate?

No → [Go to 8](#)

Yes → [Go to 7](#)

7 What are the **Registered Business** name(s)?

Add

Remove

Business name

Registration Number

Add

Remove

Business name

Registration Number

Add

Remove

Business name

Registration Number

 [Attach additional pages if required](#)

8 What are you **applying** for?

**Provisions of applicable CASA Exemption Instruments must be specified in Question 9, if you are applying for Initial issue or Significant changes.


- Initial issue** → **Go to 9**
- Non-significant change → **Go to 9**
- Significant changes** → **Go to 9**
- Renewal → **Go to 33**

9 Initial issue – identify any exemptions that you are relying on including exemption instrument number E.g. EX 60/20, EX41/20

If not relying on any exemptions, **Go to 10**

Non-significant and Significant Changes - What are the change(s)? Provide a brief description and clearly identify each kind of change.

Include reference to applicable Exemption Instruments E.g. EX 60/20, EX41/20

 **Attach additional pages if required**

10 What is the **main location** you are operating from?

Refer to subparagraph 145.A.70 (a)(8) of Part 145 MOS

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.

Unit/Number

Street Name

Suburb

State/Province

Postcode

Country (if not Australia)

 **Attach additional pages for other locations**

11 Transitioning Organisations: 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?

Note: The question is only for CASA statistical purposes and is not applicable for a Part 145 approval.

No

Yes

12 Are you seeking approval or changes to your approval to maintain **(A1 Rating) large aircraft - aeroplanes?**

Refer to Part 145 MOS Appendix I (Table 1)

No → **Go to 14**

Yes → **Go to 13**

13 What are the (A1 Rating) large aircraft - aeroplanes?

Refer to Part 145 MOS Appendix I (Table 1)

Note: Only include details for the required maintenance services. Approval is subject to demonstration of capability to provide those services.

Add	Remove	Aircraft and Engine Manufacturer	Model or Series	Base	Line
		E.g: Airbus A318/A319/A320/A321 (CFM56)	E.g: A320-210 Series		

 Attach additional pages if required

14 Are you seeking approval or changes to your approval to maintain (A2 Rating) small aircraft - aeroplanes?

Refer to Part 145 MOS Appendix I (Table 1 or 2)

No → [Go to 16](#)

Yes → [Go to 15](#)

15 What are the (A2 Rating) small aircraft - aeroplanes?

Refer to Part 145 MOS Appendix I (Table 1 or 2)

Note: Only include details for the required maintenance services. Approval is subject to demonstration of capability to provide those services.

Add	Remove	Aircraft Manufacturer	Model, Series or Group	Base	Line
		E.g: Cessna	E.g: 100 series		


 Attach additional pages if required

16 Are you seeking approval or changes to your approval to maintain **(A3 Rating) helicopters?**
 Refer to Part 145 MOS Appendix I (Table 1 or 2)

- No** ➔ **Go to 18**
- Yes** ➔ **Go to 17**

17 What are the **(A3 Rating) Helicopters?**
 Refer to Part 145 MOS Appendix I (table 1 or 2)

Add	Remove	Aircraft Manufacturer	Model, Series or Group	Base	Line
		E.g: Eurocopter AS 355 (RR Corp 250)	E.g: AS 355 series		

 **Attach additional pages if required**


18 Are you seeking approval or changes to your approval to maintain **(A4 Rating) aircraft?**
 Refer to Part 145 MOS Appendix I (Table 1 or 2)

- No** ➔ **Go to 20**
- Yes** ➔ **Go to 19**

19 What are the **(A4 Rating) Aircraft** other than A1, A2 and A3?
 Refer to Part 145 MOS Appendix I (Table 1 or 2)

Note: Only include details for the required maintenance services. Approval is subject to demonstration of capability to provide those services.

Add	Remove	Aircraft Manufacturer	Model or Series	Base	Line
		E.g: Diamond H36	E.g: HK 36 TC		

 **Attach additional pages if required**

20 Are you seeking approval or changes to your approval to maintain **(B1 Rating) turbine engines**?

Refer to Part 145 MOS Appendix I (Table 1)

No → **Go to 22**

Yes → **Go to 21**

21 What are the **(B1 Rating) Turbine engines**?

Refer to Part 145 MOS Appendix I (Table 1)

Note: Only include details for the required maintenance services. Approval is subject to demonstration of capability to provide those services.

Add	Remove	Engine Manufacturer	Model or Series
		E.g: Rolls Royce	RB211-524 Series

 **Attach additional pages if required**

22 Are you seeking approval or changes to your approval to maintain **(B2 Rating) piston engines**?

Refer to Part 145 MOS Appendix I (Table 1 or 2)

No → **Go to 24**

Yes → **Go to 23**

23 What are the **(B2 Rating) Piston engines**?

Refer to Part 145 MOS Appendix I (Table 1 or 2)

Note: Only include details for the required maintenance services. Approval is subject to demonstration of capability to provide those services.

Add	Remove	Engine Manufacturer	Model, Series or Group
		E.g: Lycoming	E.g: O-360 Series

 **Attach additional pages if required**

24 Are you seeking approval or changes to your approval to maintain **(B3 Rating) APUs** (not installed on aircraft)?

Refer to Part 145 MOS Appendix I (Table 1)

No → **Go to 26**

Yes → **Go to 25**

25 What are the **(B3 Rating) APUs**?

Refer to Part 145 MOS Appendix I (Table 1)

Note: Only include details for the required maintenance services. Approval is subject to demonstration of capability to provide those services.

Add	Remove	APU Manufacturer	Model or Series
		E.g: Garrett	E.g: GTP30 Series

 **Attach additional pages if required**

26 Are you seeking approval or changes to your approval to maintain **(C Rating) aeronautical products**?

Refer to Part 145 MOS Appendix I

No → **Go to 28**

Yes → **Go to 27**

27 What are the (C Rating) Aeronautical products?

Note: Only include details for the required maintenance services. Approval is subject to demonstration of capability to provide those services.

Add	Remove	Products	Limitation Refer to Part 145 MOS Appendix I (Table 1 or 2)
		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	

28 Are you seeking approval or changes to your approval to provide (D1,D2,D3 Rating) specialist maintenance?

Refer to Part 145 MOS Appendix I

No → **Go to 30**

Yes → **Go to 29**

29 What are the **(D1,D2,D3 Rating) specialist maintenance** services you provide for other organisations?

Note: Only include details for the required maintenance services. Approval is subject to demonstration of capability to provide those services.

D1 Non-destructive testing

Add	Remove	Type
		Acoustic inspection
		Eddy current inspection
		Liquid penetrant inspection
		Magnetic particle inspection
		Radiographic inspection
		Thermography inspection
		Ultrasonic inspection

D2 Welding

Add	Remove	Type
		Type 1 (Gas welding)
		Type 2 (Braze welding)
		Type 3 (Manual Arc welding)
		Type 4 (Gas Tungsten Arc welding)
		Type 5 (Gas Metal Arc welding)
		Type 6 (Plasma Arc welding)
		Vacuum brazing

D3 Other specialist maintenance (As approved by CASA standards)

What other specialist maintenance do you “propose” to carry out?

Note: CASA may contact you to discuss the proposed D3 activities prior to processing.

 **Attach additional pages if required**

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

Note: Permitted Training: Specific course(s) for CASR Part 66 licence outcomes require CASA approval.

Attach a separate page stating the limitations (or exceptions) of the training to be provided.
Refer to 145.A.37 of Part 145 MOS

No → **Go to 32**
Yes → **Go to 31**


31 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:

 **Attach additional pages if required**

32 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:

 **Attach additional pages if required**

33 Do you intend to participate under a Technical Arrangement?

No

Yes Select applicable below;
CASA and CAAS (AC145-05)
CASA and JCAB (AC145-06)

34 Has the exposition been submitted in the Manual Authoring and Assessment Tool (MAAT)?

No

Yes

Applicant checklist

35 Select all that apply:

For an initial issue or a significant change of nominated personnel, the 'Nominated Personnel Approval' (Form 4) must be completed by the individual. This includes specifying their nominated position.

'Nominated personnel approval' (Form 4) is attached

Proposed Exposition/Exposition change is attached

Compliance Matrix is attached (Refer to [Sample Exposition](#) on the CASA website for the structure and format)

Applicant Declaration

36 I declare that:

- I am the **Accountable Manager**, and I am authorised to make this application.
- All statements in this application are true and correct and 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 lodgment.
- I accept that failure to provide up to date details to CASA could result in additional processing fees being charged for this application under *Civil Aviation (Fees) Regulations 1995*.
- I consent to CASA using and disclosing my personal information in accordance with [CASA's Privacy Statement](#) including exchanging the information with Commonwealth, State and Territory government agencies.
- I accept the fee estimate, which will be sent to the contact for this application, and I will forward the prescribed payment.
- 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 applicant checklist and I acknowledge that to knowingly make a false or misleading statement in this application is an offence against the *Criminal Code Act 1995*.

Full Name

Signature

Date (DD/MM/YYYY)

/ /

Submitting this form to CASA



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