



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 to apply for an Air Transport Air Operator's Certificate (AOC).

Associated approvals under Parts 119, 121, 133 and 135 can be applied for on this form, including addition and/or removal of approvals required under the regulation Parts.

Associated approvals under Part 91 issued to an **operator** can be applied for on this form. If applying for Part 91 associated approvals issued to the **pilot in command**, please complete a [Part 91 Approvals - General Application](#) form.

If notifying of non-significant changes to your AOC **only**, please complete a [Non-significant changes notification](#) form.

Who is this form for?

This application form is for individuals or organisations who wish to apply for an initial issue AOC, renewal of an AOC or significant changes to an AOC.

This application form may also be used for notification of non-significant changes **if being submitted concurrently with other changes** listed on this form. Notification of non-significant changes include removal of aircraft or activities from an AOC.

You can also use this form to apply to become a carrier of dangerous goods cargo (CASR Part 92). For full details on the carriage of dangerous goods refer to the [CASA website](#).

Information needed to complete this form

You should review CASR Parts 91, 119, 121, 133 and 135 before completing this form.

Initial applications must provide a Drug and Alcohol Management Plan (DAMP). If your organisation employs 10 or less Safety Sensitive Aviation Activity (SSAA) employees, you can access the Micro DAMP. For full details on DAMP's refer to the [CASA website](#).

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 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](#).

Part A - Applicant

A1 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

ABN/ACN (if applicable)

Phone number

Email address

A2 If the applicant is an organisation, is the organisation registered as a company in Australia?

No ➔ [Go to A3](#)

Yes ➔ [Go to A4](#)

A3 Where was the organisation incorporated?

A4 Are you proposing to operate foreign registered aircraft?

No

Yes

Note: if you answered yes, before CASA can issue an AOC, it must enter into a s.28A agreement with the NAA of the State of Registry

A5 Do you want to add or remove a **registered business name** to/from your AOC?

You can request a registered business name to be included on your AOC. The name must meet the following criteria, otherwise the certificate will be issued with only the name provided in question A1:

A5 Continued

- Its registration must be current at the time of issue of the AOC; and
- It must be registered only under the name of the proposed AOC holder (as proprietor) at the time of issue of the AOC.

No ➔ [Go to A7](#)


Add New ➔ [Go to A6](#)

Remove existing ➔ [Go to A6](#)

A6 What is the **registered business name** to be added or removed?

Business name

Registration number

 **Attach additional pages if required**

A7 If a corporation, what are the names of **all** corporate officers in your organisation?

Refer to section 9 of the [Corporations Act 2001](#) for meaning of corporate officer

Contact Person

A8 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

A9 Are you **only** applying for changes to your legal entity name and/or registered business name/s?

No ➔ [Go to A11](#)

Yes ➔ [Go to A10](#)

A10 If applying for a Legal entity name change or addition/removal of registered business name/s on your AOC, do you require your AOC reissued to reflect the new details?

It is not mandatory for your AOC to be reissued if you are amending details of your legal entity name or registered business name/s. If you require your AOC to be reissued with the new details, you will receive an estimate of fees for reissue of your AOC.

No ➔ [Go to D3](#)

Yes ➔ [Go to D3](#)

A11 What Parts of this form do I need to complete?

Refer to the list below to determine which Parts of this application form are to be completed. Completion of Parts A and H of this form is **mandatory** for all applications. Additional Parts of this form are to be submitted with your application if applying for the type of operations, approvals or authorisations specified.

Initial issue

Operating Bases and Key Personnel

➔ [Go to Part B](#)

Aircraft additions and operating areas

➔ [Go to Part C](#)

Approvals (Parts 91, 119, 121, 133, 135)

➔ [Go to Part E](#)

Additional Authorisations (Part 92)

➔ [Go to Part G](#)

Exposition Compliance Matrix

➔ [Go to Part F](#)

Other matters and Declaration

➔ [Go to Part H](#)

Significant Change

Operating Bases and Key Personnel

➔ [Go to Part B](#)

Aircraft additions and operating areas

➔ [Go to Part C](#)

Significant Changes

➔ [Go to Part D](#)

Approvals (Parts 91, 119, 121, 133, 135)

➔ [Go to Part E](#)

Additional Authorisations (Part 92)

➔ [Go to Part G](#)

Other matters and Declaration

➔ [Go to Part H](#)

Renewal with changes

Removal of aircraft/activities/key person/s

➔ [Go to Part D](#)

Removal of approvals (Parts 91, 119, 121, 133, 135)

➔ [Go to Part E](#)

Other matters and Declaration

➔ [Go to Part H](#)

Renewal with no changes

Other matters and Declaration

➔ [Go to Part H](#)