



Privacy Statement

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 the Civil Aviation Act 1988, the Airspace Act 2007, the Aviation Transport Security Act 2004 or the regulations made under those Acts. For full details on how CASA collects, protects and uses personal information, please refer to [CASA's Privacy Policy](#).

These guidelines are designed to assist you to complete the form and the election process for the nomination of a Continuing Airworthiness Management Organisation (CAMO) to provide continuous airworthiness management services to your registered aircraft.

About this Election Form

On 18 December 2013 an amendment to Civil Aviation Safety Regulation (CASR) Part 42 became effective. The changes includes permission for Continuing Airworthiness Management Organisations (CAMOs) to provide and manage the continuing airworthiness and maintenance service requirements for aircraft other than regular public transport aircraft including registered large aircraft used for private operations.

Completing this Election form is the first step in the election process. By submitting the form, you are advising CASA that you are intending to elect to have your registered aircraft managed by a Continuing Airworthiness Management Organisation (CAMO). The information you provide in this form will allow CASA to begin the Subpart 42.G Election Process for your organisation.

Applicants can complete the PDF version of this application form electronically, however, the application form will need to be printed, signed and submitted to CASA by email (scanned), fax or post.

It is important that you carefully read the new regulations and the information on our website on <http://www.casa.gov.au/maintenanceregs> to understand how the new regulations affect you.

This form is made up of five (5) parts. Parts A to D are required to be completed by the Registered Operator.

Part	Required
A – Details of Registered Operator	<input checked="" type="checkbox"/>
B – Details of proposed CAMO	<input checked="" type="checkbox"/>
C – Details of Elected Aircraft	<input checked="" type="checkbox"/>
D – Applicant's Declaration	<input checked="" type="checkbox"/>
E – CASA USE ONLY	<input checked="" type="checkbox"/>

Cost

The Election Process is at no cost.

Assessment

The nominated registered aircraft will be assessed to ensure they meet the requirements of CASR 202.181 (2).



Submitting the Election Form

Submit your form to CASA's Permission Application Centre by email, fax or post. **If you are submitting by email, please print, sign and scan the signature page.**

By email: regservices@casa.gov.au
By fax: (07) 3144 7333
By post: Permission Application Centre (Brisbane)
GPO Box 2005
CANBERRA ACT 2601

You do not need to print and submit these guidelines with your Election form.



Part A – Details of Registered Operator

If you are filling in the form by hand, print neatly with a black or blue ballpoint pen. Some questions contain check boxes. Please mark where appropriate. It is in your interest to ensure that the information you provide is both accurate and complete.

It is an offence to make false declaration.

A1 Please provide details as they currently appear on your AOC or Aircraft Certificate of Registration

Name of Registered Operator		ARN	
-----------------------------	--	-----	--

A2 Details of main contact person for any communication in relation to this Election

First Name		Surname	
Phone (Business Hours)		Fax	
Phone (After Hours)		Mobile	
Email			

A3 Use of an Agent

If you wish to authorise an agent to act on your behalf, CASA requires that the agent has the necessary authorisation e.g. Power of Attorney (POA). The POA must be executed and signed by all applicants or in the case of a company by a Director of that company.

A certified copy of the POA must be submitted with the application.

A3.1 Are you using an Agent for this application?	Yes <input type="checkbox"/> > Go to A3.2	No <input type="checkbox"/> > Go to Part B
--	---	--

A3.2 Details of the Agent

First Name		Surname	
Phone (Business Hours)		Fax	
Phone (After Hours)		Mobile	
Email			

A3.3 Postal Address of the Agent

Street or PO Box				
Suburb		State		Postcode
Country				

Part B – Nominated Continuing Airworthiness Management Organisation (CAMO)

B1 Please provide details as they currently appear the organisations Sub Part 42G CAMO Certificate

Name of Organisation		ARN	
----------------------	--	-----	--

B2 Details of the main contact person for any communication in relation to this Election

First Name		Surname	
Phone (Business Hours)		Fax	
Phone (After Hours)		Mobile	
Email			

Part C – Details of elected aircraft*(please attach a separate sheet of paper with aircraft details if required)*

Aircraft Manufacturer	Model/Series	Registration	Serial Number

Part D –Applicant’s Declaration*Giving false or misleading information is a criminal offence under section 136.1 of the Commonwealth Criminal Code.* > I am the appointed Chief Executive Officer (CEO) or Registered operator > I am the agent appointed under a Power of Attorney

If I am signing this application as an agent, I declare that I have obtained the necessary authorisation to enable me to sign on behalf of the Applicant.

DECLARATION

- I understand that the information provided in this application is true and correct. Please note that giving false or misleading information is an offence under Part 7.4 of the Criminal Code Act 1995 (see in particular s.136 and 137.1 of the Criminal Code).
- If I am signing this application as an agent, I declare that I have obtained the necessary Power of Attorney authorising me to sign on behalf of the applicants.

Name*		Signature*		Date*	/ /
-------	--	------------	--	-------	-----

You must provide the name and signature for CASA to accept this application.

What to do now

Post, fax or email the complete set of documents to CASA using one or a combination of the following, as appropriate:

Postal address	Civil Aviation Safety Authority Permission Application Centre (Brisbane) GPO Box 2005 CANBERRA ACT 2601
Fax	(07) 3144 7333
Email	regservices@casa.gov.au

This completes your application**Part E – CASA USE ONLY***Name and Signature of CASA Inspector who assessed the nominated registered aircraft as meeting the requirements to be managed by a Continuing Airworthiness Management Organisation.**Once assessed, a copy of the completed and signed CASA Form 42-04 must be returned to the registered operator.*

Does the nominated registered aircraft meet the election requirements?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Name		Signature		Date / /
Regional Office				