



IMPORTANT INFORMATION

- 1: If the licence holder does not *currently* have a CASR Part 61 licence document, they **must** submit [Form 61-9TX](#). Refer to the form for further information. If CASA does not have a photo of the licence holder that is less than 10 years old, they must also submit [Form 61-9PIC](#).
- 2: If the licence holder wishes for a subsequent reprint of their licence, they must complete and submit [Form 61-9R](#).
- 3: This form is to be used to notify CASA of the issue of a design feature endorsement.
- 4: This form can be **completed electronically and saved locally** to your computer. Once the licence holder's ARN has been entered into the first page, it will automatically update in the ARN fields on subsequent pages. CASA recommends that you complete as much of the form electronically as possible. **Fields and sections marked with an * are mandatory.**

Licence Holder Details as per Birth Certificate / Passport:

Title:* _____
 Family Name:* _____
 Given Names:* _____
 Date of Birth:* _____

Licence Holder's ARN:*

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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](#).

Does the pilot already hold a CASR Part 61 licence document?

- Yes – if a licence reprint is required, please submit Form 61-9R
- No – The pilot must submit **Form 61-9TX** with this form. The pilot may also need to submit **Form 61-9PIC**.

Is this form being submitted with another application/notification?

- Yes – Please specify: _____
- No

Section A: Design Feature Endorsement Issued*

Date of issue: ____ / ____ / ____ (dd/mm/yy)

<input type="checkbox"/> Tailwheel Undercarriage	<input type="checkbox"/> Pressurisation System
<input type="checkbox"/> Retractable Undercarriage	<input type="checkbox"/> Floatplane
<input type="checkbox"/> Manual Propeller Pitch Control	<input type="checkbox"/> Floating Hull
<input type="checkbox"/> Gas Turbine Engine	<input type="checkbox"/> Ski Landing Gear
<input type="checkbox"/> Multi Engine Centreline Thrust	<input type="checkbox"/> Float Alighting Gear

Aircraft Make/Model: _____

Aircraft Registration: VH- ____ _

* Refer to the latest edition of the 'Prescription of Aircraft and Ratings' instrument for the type designator.

Section B: Declaration of Flight Instructor *

All statements in this Notification must be correct. Making a false or misleading statement to CASA is an offence.

Signature	Date ____ / ____ / ____	Printed Name	ARN <table border="1"> <tr> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> <td style="width: 25px; height: 25px;"></td> </tr> </table>								

Submit to CASA by:

- Email: applications@casa.gov.au; or
- Mail: CASA Client Services Centre, GPO Box 2005, CANBERRA, ACT, 2601