



Purpose of this form

Use this form to apply for the registration of an aircraft that is not currently on the Australian Civil Aircraft Register under regulation 47.060 of the Civil Aviation Safety Regulations 1998 (CASR).

Who is this form for?

This form is for the owner of the aircraft, who will become the registration holder. Where there is **more than one** owner, the owners should jointly select one owner to become the registration holder.

Your contact details

CASR 11.070

All correspondence will be sent by email or post to the contact details provided by you and held in CASA's records.

You must notify CASA of any changes to your contact details. Information on how to change your contact details is available at www.casa.gov.au/changing-your-details

Information needed to complete this form

All documents **must be provided in English**. Documents not in English must be accompanied by a certified translation. The translation **must** be compiled by a translator registered with the National Accreditation Authority for Translators & Interpreters Ltd (NAATI) and must include the NAATI translator's stamp. The NAATI national hotline is 1300 557 470.

Following is a list of other documents available on CASA's website which you may need to read or download in order to ensure you lodge a correctly completed application:

- Letters of authority
- Proof of identity for registration holders – organisations
- Proof of eligibility for registered operators – individuals
- Proof of eligibility for registered operators – organisations
- ARN applications
- Ferry Flights

Filling in this form

This form can be completed as a **fillable form** online.

- Mark boxes like this with a ✓ or a ✗
- Where you see a box like this **Go to 8** ➔

Skip to the question number shown.

You do not need to answer the questions in between.

If printing this form:

- Please use black or blue pen.
- Print in BLOCK LETTERS.

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's Privacy Policy** (www.casa.gov.au/privacy-policy)

For more information

Go to www.casa.gov.au or call us on 131 757.

1 What type of application are you making?

Initial Application

Return to the Australian Civil Aircraft Register

2 Registration Details

(As noted on the aircraft data plate)

VH-

If there is a mark currently reserved for this aircraft, insert that mark, otherwise leave blank and CASA will assign an available mark. You cannot nominate a mark that has not been reserved for the aircraft detailed in question 2.

This aircraft has a:

Type certificate

Type acceptance certificate

Provisional type certificate

This aircraft is:

Kit built

Plans built

Production built

Manufacturer

Model

Serial Number

Country of Manufacture

Year of Manufacture

Aircraft Builder Name (if applicable)

2 continued

Type Certificate, Type Acceptance Certificate or Provisional Type Certificate Number

Production certificate number

Airframe Type: (If application is for a glider, submit Form 1329)

Power driven aeroplane

Manned free balloon

Rotorcraft

Airship

RPA

Ornithopter

No. of seats (incl crew)

Fitted for landing on

Land

Water

Both

No. of engines

Engine type

Piston

Jet turbine

Turboprop

Not applicable

Engine Manufacturer

Engine Model

Propeller Manufacturer

Propeller Model

Maximum take-off weight (kg)

3 What are the previous registration details?

Imported Aircraft

Prior to submitting this application, an applicant for the registration of an aircraft (ex-military or civil) to which this section applies must ensure that this application is accompanied by evidence, provided by the NAA of the country from which the aircraft has, or will be, imported, that the aircraft is not on the aircraft register of that country. Alternatively, the applicant must ensure that CASA has already received such a statement.

You must provide the following details unless the aircraft:

- is a newly built aircraft completely constructed in Australia (including kit and amateur built aircraft). or
- was last registered with CASA, and
- has not been outside Australian Territory, placed on a foreign register (civil or military) or registered with any sporting association since the last registration with CASA.

This section is mandatory for all aircraft outside Australian Territory.

Imported from (country)

Mark (if applicable, e.g. N12345)

Previous Australian Aircraft Registration

Has the aircraft previously been registered in Australia with CASA, the State or a sporting association?

Yes Insert the most recent Registration Mark

This may not be a VH-Mark if on a sports association register.

No

4 What are the aircraft owner details?

This section must be completed in the name of **one legal entity** only, that is, an individual OR an organisation. See IMPORTANT INFORMATION in the guidelines for the definition of a legal entity.

The registration will not take effect until the certificate of registration is issued. The owner will be noted as the aircraft registration holder and the certificate of registration will be issued to the applicant shown in question 4.

Legal Name

Aviation Reference Number

ACN/ARBN (if applicable)

Date of Birth (if owner is an individual) (DD/MM/YYYY)

/ /

4 continued

Address 1 – Mandatory (Individual's Residential Address Or Organisation's Physical Address). PO Box not acceptable.

Unit/Number

Street Name

Suburb

State/Province

Postcode

Country (if not Australia)

Address 2 - (Individual or Organisation's Postal Address, if different to Address 1)

Unit/Number

Street Name/PO Box

Suburb

State/Province

Postcode

Country (if not Australia)

Address 3 - MANDATORY for organisations with an ACN or ARBN (Organisation's Registered Office address as listed with ASIC) This address cannot be a PO Box.

Unit/Number

Street Name

Suburb

State/Province

Postcode

Country (if not Australia)

Note: These details will be used to update CASA Databases

5 Owner's Proof of Eligibility

Even if the owner elects to nominate another party as the registered operator, it is **STRONGLY ADVISED** that the owner also provides evidence of eligibility as a registered operator. This may offer protection from suspension and/or cancellation under CSR 47.131A in cases where the registered operator resigns or has their appointment cancelled.

Individuals

suitable evidence of owner's eligibility
(2 pieces of evidence required) attached
(refer to [acceptable evidence](#) in the guidelines)

evidence not required, provided in the last
2 years for aircraft

VH-

5 continued

Organisations

ACN/ARBN provided in question 4

for organisations without an ACN / ARBN, evidence is attached (refer to *acceptable evidence* in the guidelines)

for the Commonwealth, State and Territory Governments, evidence is not required

Note: If the owner does not qualify as an 'eligible person' the owner must nominate an 'eligible person' to become the registered operator in question 7.

6 Is the registered operator the owner named in question 4?

Yes

No Go to next question

7 Registered Aircraft Operator Appointment Details

To be completed by the owner, but ONLY IF the owner named in question 4 is not to be the registered operator.

This section must be completed in the name of one 'eligible person' only, that is, an individual OR an organisation. See IMPORTANT INFORMATION in the guidelines for the definition of an eligible person.

Legal Name

ARN

ACN/ARBN (if applicable)

Date of Birth (if owner is an individual) (DD/MM/YYYY)

/ /

7 continued

Address 1 – Mandatory (Individual's Residential Address Or Organisation's Physical Address). PO Box not acceptable.

Unit/Number

Street Name

Suburb

State/Province

Postcode

Country (if not Australia)

Address 2 - (Individual or Organisation's Postal Address, if different to Address 1)

Unit/Number

Street Name/PO Box

Suburb

State/Province

Postcode

Country (if not Australia)

7 continued

Address 3 - MANDATORY for organisations with an ACN or ARBN (Organisation's Registered Office address as listed with ASIC) This address cannot be a PO Box.

Unit/Number

Street Name

Suburb

State/Province

Postcode

Country (if not Australia)

Note: These details will be used to update CASA databases.

8 Registered Operator Proof of Eligibility

Individuals

2 pieces of evidence attached (refer to *acceptable evidence* in the guidelines)

evidence not required, provided in the last 2 years for aircraft

VH-

CASA requires proof of eligibility from individual registered operators with the submission of an application only if this documentation has not been provided within the last 2 years. Refer to the guidelines for further information and attach the required documentation to this application.

Organisations

ACN/ARBN provided in question 7

for organisations without an ACN / ARBN, evidence is attached (refer to *acceptable evidence* in the guidelines)

for the Commonwealth, State and Territory Governments, evidence is not required

CASA requires proof of eligibility from registered operators who are organisations with every application. Refer to the guidelines for further information.

9 Mandatory Declaration by the Appointed Registered Operator

(to be made by the entity named in question 7)

I, the entity, or the representative of the entity named in question 7:

1. declare that the relevant sections of the Guidelines have been read, understood and accepted;
2. accept, as an 'eligible person', the position of registered operator, effective from the date of issue of the certificate of registration for the aircraft detailed in question 2;
3. hereby certify that all statements in question 7, 8 and 9 of 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 consent to CASA using and disclosing my personal information in accordance with [CASA's Privacy Policy](#) including exchanging the information with Commonwealth, State and Territory government agencies. I have attached all required documentation specified in this form and the associated guidelines and acknowledge that to knowingly make a false statement in this form is an offence against subsections 136.1(1) and 137.1(1) of the [Criminal Code Act 1995 \(Cth\)](#).

Name

Signature



Date (DD/MM/YYYY)

/ /

An authority must be provided if the individual named in question 7 has not signed or the signatory for the organisation named in question 7 cannot tick the relevant box below. See guidelines.

Director

Company Secretary

CEO

President

Vice President

 **Authority attached**

If you completed the mandatory declaration in question 9, you have now completed the form as the appointed registered **operator**.

Ensure the **owner completes the owner declaration below in question 10**.

10 Mandatory Declaration by the owner

(to be made by the owner named in question 4)

I, the owner, or the representative of the owner named in question 4:

- certify that this aircraft is owned by (please tick appropriate box):
 - one owner
 - more than one owner and I have been duly appointed to act on behalf of all owners;
- certify that the aircraft (please tick appropriate box):
 - Is not registered on any foreign civil aircraft register at the time of making this application
 - Has never been registered either in Australia or any other country;
- declare that the Guidelines have been read, understood and accepted;
- certify that the aircraft will be used as an aircraft;
- apply as a legal entity, to be the registration holder for the aircraft detailed in question 2 of this form;
- accept, as an 'eligible person', the position of registered operator, or nominate the entity named in question 7 to be the registered operator, effective from the date of issue of the certificate of registration for the aircraft detailed in question 2
- hereby certify that 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 consent to CASA using and disclosing my personal information in accordance with [CASA's Privacy Policy](#) including exchanging the information with Commonwealth, State and Territory government agencies. I have attached all required documentation specified in this form and the associated guidelines and acknowledge that to knowingly make a false statement in this form is an offence against subsections 136.1(1) and 137.1(1) of the [Criminal Code Act 1995 \(Cth\)](#).

10 continued

Name

Signature



Date (DD/MM/YYYY)

/ /

An authority must be provided if the individual named in question 4 has not signed or the signatory for the organisation named in question 4 cannot tick the relevant box below. See guidelines.

Director

Company Secretary

CEO

President

Vice President

 **Authority attached**

If an authority to sign on behalf of the new owner is required, provide address details of signatory below.

11 Do you require the original certificate of registration to be sent to an address other than the postal address stated in question 4?

This applies to this instance only. Complete details below.

Addressee

Postal address

Unit/Number

Street Name/PO Box

Suburb

State/Province

Postcode

Country (if not Australia)

12 Is a Ferry Flight Certificate of Registration required?

Owners importing newly acquired aircraft who elect to fly them into Australia under a 'VH-' registration must ensure the original certificate of registration is on board. The Ferry Flight certificate of registration is a substitute to the standard certificate of registration. The Ferry Flight certificate of registration can be faxed or emailed to the aircraft owner (or the owner's representative) at an overseas destination. The Ferry Flight certificate of registration expires immediately after the aircraft lands at the port of entry in the Australian Territory or 30 days from the date of issue, whichever is the earlier. A Ferry Flight Certificate of Registration must not be requested if there is sufficient time to have the original certificate of registration delivered to the overseas destination.

Yes Fill in the details below

No Go to next question

Name of Recipient

Overseas Fax No (include country and area codes)

Email address

Date of planned aircraft departure for Australia (DD/MM/YYYY)

/ /

Date of planned aircraft arrival in Australia (DD/MM/YYYY)

/ /

12 continued

I, the owner, or the representative of the owner named in question 4:

1. declare that, at the time of making this application, the aircraft is located in the following country

2. certify that all sectors of the ferry flight are part of the most direct route practicable between the point of departure and Australia.

Name

Signature



Date (DD/MM/YYYY)

/ /

An authority must be provided if the individual named in question 4 has not signed or the signatory for the organisation named in question 4 cannot tick the relevant box below. See guidelines.

Director

Company Secretary

CEO

President

Vice President

 **Authority attached**

Applicant checklist

You must have read the guidelines to ensure you have correctly completed this application and attached all required additional documentation. Tick the applicable boxes below.

Suitable evidence of owner's eligibility to be the registered operator attached (refer to [acceptable evidence](#)) or Not required

Suitable evidence of registered operator eligibility attached (refer to [acceptable evidence](#)) or Not required

Copy of the foreign de-registration/non-registration notice attached or already received by CASA or Not required

Commonwealth statutory declaration in relation to imported aircraft attached (see Conditions in the guidelines) or Not required

Photo of aircraft data plate attached

Letter(s) of authority attached or Not required

Copy of Trust Deed attached or Not required

For an imported aircraft – date of signature in question 10 is NOT before date of foreign de-registration or Not applicable



Applicant
ARN

VH-

Application Fees

Fee Code: 12.1..... **Cost: \$130**

Description: Registration of an aircraft – processing and consideration of application

Payment Options

Option 1 (CASA preferred option)

I have made an **online** payment

Receipt No:

Submit both the Payment Authorisation and Application Form:



By email – scan or photograph this form and all supporting documents and send them to **AircraftRegistration@casa.gov.au**



By post – return this form and all supporting documents to;

**CASA Client Services Centre ACR
GPO Box 2005
Canberra ACT 2601**

Option 2

I hereby authorise the Civil Aviation Safety Authority to **debit** the following amount from my:

| | | | |
|--------------------------------|-------------|-------------------|-----|
| Mastercard | Card Number | | |
| Visa | | | |
| Cardholder name (please print) | | Expiry | / |
| Total | Signature | Date (DD/MM/YYYY) | / / |
| \$ 130 | | | |

Receipt Options Applicant **or** Third party (Provide details below)

Details of Third Party

ARN (Third Party) if applicable Email

Individual's or Organisation's Full Name Preferred contact number

CASA accepts Purchase Orders if you hold line of credit with CASA.