Application for Issue of an Airworthiness Certificate for Export

Please complete this form then print, sign and submit as instructed.
Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink.

Unique No. (to be completed by SCAA)

Please read attached Guidance Notes before completing the technical sections of this form

1. APPLICANT DETAILS

a) Individual (including sole traders and partnerships)

Title: Forename: Surname:

Address:

Postcode: Telephone:

E-mail: Fax:

Trading Name (if applicable):

Website Address:

In the case of a partnership, please complete details of all partners. Continued on a separate sheet ☐ (Please tick)

Or b) A Company

Registered Company Name (in full):

Registered Company Number: Country of Registration:

Registered Office Address:

Postcode: Telephone:

E-mail: Fax:

Trading Name (if applicable):

Website Address:

2. APPLICATION

Application for Issue of Certificate of Airworthiness for Export to:

Country: Point of Entry: (See Note 1)

Proposed Date of Export:

This application will be considered in respect of and, if appropriate, granted to, the Company Name as registered under the Company Number provided on this form

3. AIRCRAFT DETAILS

Current Registration Marks: **Allocated Registration Marks:**

Serial No: Time since overhaul:

Type Designation and Series: Year of Manufacture:

Manufacture of Aircraft: Country of Manufacture:

New or used New Used Airframe Hours:

Engine(s): (See Note 2)

Engine Type Designation(s)	Serial No	Time Since Overhaul	Propeller Type Designation(s) Hub & Blade See Note 3			Propeller Serial No.	Propeller TSO
			Type	Hub	Blade		
APU Type:							
Serial No:							

Maximum Take-off Weight (kg): Maximum Landing Weight (kg):

Occupancy (see Note 4)
Approved Passenger Seating capacity:

Certification Status (See Note 5) Prototype, Variant or Series. Please state which:

Will aircraft be ferried on SCAA registration Mark? (See Note 6) ☐ Yes ☐ No

Departure Airport: Arrival Airport:

Is current SCAA certificate of airworthiness held? ☐ Yes ☐ No

C of A Reference: Cof A / ARC Expiry date:

Are there any special requirements of the importing country? (See Note 7) ☐ Yes ☐ No

Will aircraft be modified to meet special requirements of the importing Country? ☐ Yes ☐ No

Exceptions to the applicable TCDS or Non-compliance with importing airworthiness authority requirements (See Note 8) Continue on separate sheet if required.

Letter of confirmation of acceptance of all derogations or non-compliances must be enclosed.

Flight Manual Reference:

TCDS A/C is to be exported to (See Note 8)

4. PLACE OF SURVEY (See Note 9)

For overseas issues, a letter of acceptance of related cost must be enclosed. ☐ Yes ☐ No

Place of Survey:

DECLARATION

I hereby declare that to the best of my knowledge the particulars entered on this application are accurate.

I agree to pay any additional charges which may become payable in respect of this application. In the event that this application is subsequently cancelled, a cancellation charge may be applied [See Guidance Note 10]

Name of Applicant:
(as shown in 1 a) or 1 b)

Signature of Applicant
(named in 1 a) or 1 b))

Position in Company (if applicable): Date:

This forms submitted accurately and accompanied by the appropriate fee will be processed within 15 working days of receipt. Please allow adequate time for the processing of your application.

6. SUBMISSION INSTRUCTIONS

When you have completed this Form, please send it together with the appropriate fee to:

The State Civil Aviation Agency of the Republic of Azerbaijan
Azadliq avenue, 11,
Baku, AZ1095,
Republic of Azerbaijan

APPLICATION FOR ISSUE OF AN AIRWORTHINESS CERTIFICATE FOR EXPORT

General Guidance

This application form is not applicable to aircraft holding a Permit to Fly.

These notes are written to assist in the completion of the Form SCAA They do not override or supersede any airworthiness regulation. If in doubt, always refer to the AAR-21 and the requirements of the importing Authority, as applicable.

All applications for Certificates of Airworthiness for Export are logged and processed in strict rotational order to service standards. It is therefore in the interest of the applicant to submit the form as soon as all details are known.

The applicant should clearly understand that unless all entries are completed accurately and all necessary documentation supplied, the SCAA will not be able to process the application. In this event the applicant will be notified accordingly and the application held until such time as all information is supplied.

Guidance Note 1

Application for the Issue of Certificate of Airworthiness for Export:
Enter the country to which the aircraft is being exported. The Certificate of Airworthiness for Export certifies that the aircraft is airworthy at the date of issue of the Certificate and does not constitute authority to export.

Guidance Note 2

Engine Details
Include here the manufacturer and the full designation number of the engine type and serial number.

Guidance Note 3

Propeller Details
Include here the manufacturer and the full designation number of the propeller type and ensure the engine/propeller combination is in compliance with the Type Certificate Data Sheet.

Guidance Note 4

Occupancy
Provide details of the aproved cabin seating configuration (approved occupancy).

Guidance Note 5

Certification Status
A prototype is an aircraft of new design which is the first of its type to be investigated for the issue of a SCAA Certificate of Airworthiness.
A Variant is the first aircraft on the SCAA register to embody changes to the type designation which required or will require an amendment to the information in the Type Certificate Data Sheet.
A Series aircraft is an aircraft, (including its engines and all equipment) the design of which is similar in every essential respect to the design of one for which a SCAA Certificate of Airworthiness has previously been issued.

Guidance Note 6

Ferry of Aircraft
When requested, a Temporary Permit to Fly may be issued to enable the aircraft to be delivered to its destination. This will normally be issued for a strictly limited period only. Aircraft holding a current, valid SCAA Certificate of Airworthiness need not request a Temporary Permit to Fly in order to deliver the aircraft to the country of export.
If a temporary Permit to Fly is required a seperate application should be submitted (form SCAA Form 105)

Guidance Note 7

Importing Country
Some Airworthiness Authorities require Special Requirements to be embodied before an aircraft may be issued with a Certificate of Airworthiness. It is the responsibility of the applicant to ascertain these special requirements and ensure they are made available to the SCAA. If there are no Special Requirements of the importing country, the applicant is responsible for demonstrating this to the SCAA. The applicant should also obtain confirmation from the importing Airworthiness Authority of any time limitations associated with the issue of the Certificate of Airworthiness for Export.

Guidance Note 8

Declaration of Exceptions
A condition for the issue of a SCAA Certificate of Airworthiness for Export is that the aircraft qualifies for the issue or renewal of a SCAA Certificate of Airworthiness and Airworthiness Review Certificate (if applicable).

However in certain cases aircraft may be exported to the requirements of the importing Airworthiness Authority. In these cases, copies of the importing Airworthiness Authority's requirements (such as the Type Certificate Data Sheet) must be made available to the SCAA in the English language. Any deviations from the foreign Airworthiness Authority's requirements must be notified to and accepted by the importing country's Airworthiness Authority and will be listed on the Certificate of Airworthiness for Export as an Exception or Derogation.

For exporting the applicant is responsible for obtaining written acceptance to any exceptions or derogations from the Airworthiness Authority of the importing country and forwarding to the SCAA.

Guidance Note 9

Place of Survey
For used aircraft, a Certificate of Airworthiness for Export will normally only be issued following a survey of the aircraft and its documentation by the SCAA. Where the survey is to be carried out overseas, the applicant must confirm in writing that they accept all additional related costs. These costs will include overseas travel, subsistence and man-hour costs incurred by the surveyor in relation to the issue of the certificate. In certain cases, a deposit may be required.

Guidance Note 10

Declaration
The current registered owner must sign where indicated to signify their consent to a Certificate of Airworthiness for Export being obtained. A third party may not sign on their behalf without written consent from the current registered owner. The application cannot be processed without appropriate authorisation, and incorrect or incomplete information will delay its progress.