

# Application to amend existing Foreign Registered Aircraft Permit

## Under Article 250 of the Air Navigation Order 2016 – Ad-hoc or Charter Permit



This form can be filled in on screen (preferred method). Alternatively, print, then complete in **BLOCK CAPITALS** using black or dark blue ink. Please send completed form to [foreigncarrierpermits@caa.co.uk](mailto:foreigncarrierpermits@caa.co.uk)

### FALSE REPRESENTATION STATEMENT

It is an offence under the UK Air Navigation Order to make, with intent to deceive, any false representation for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. This offence is punishable on summary conviction by a fine, and on conviction on indictment with an unlimited fine or imprisonment or both.

### 1. OPERATOR DETAILS AND AMENDMENT REQUIREMENTS

Operator Name: ..... Existing Permit No: FOP- .....

Applicants email address: .....

Please select all relevant amendments:

**Aircraft Alteration**

**Route/Schedule Alteration**

**Change of Date**

### 2. AIRCRAFT ALTERATION

You will need to provide details of all the aircraft that will enter or leave the United Kingdom in support of this application. You may provide details of aircraft type and registration below. Please provide proof of insurance for any additional aircraft.

	Aircraft Type	Registration	Operator if Wet-leased	State of registry if Wet-leased	TCAS II version 7.1 compliant?
<b>Aircraft 1</b>					
<b>Aircraft 2</b>					

If the aircraft listed are Wet-Leased, please provide copies of the Wet-Lease Agreement and confirmation of the lease agreement by the relevant Aviation Authority.

(Note: You can attach supporting documents after you click the 'Email to CAA' button.)

### 3. SCHEDULE ALTERATION

Date(s) (DD/MM/YYYY)	Flight #(s) – use two or three-letter airline code ignoring codeshare	Route and Timing (Zulu/UTC) – Use IATA or ICAO airport codes  E.g. EGKK (0001Z) – EGGW (0031Z)	Origin/Destination points for which traffic right are required from UK	Please tick if this is an all cargo flight?

## 4. PRIVACY NOTICE

The UK CAA's Consumers and Markets Group collects and stores your name, date of birth, address, email, telephone number and Nationality (not routinely) for the purpose of processing an application for a Foreign Registered Aircraft Permit. We may also share such information on an ad-hoc basis with the UK Department for Transport (DfT) and UK Border Forces for Aviation Security purposes as part of the National Aviation Security Plan.

### **Why we process your personal information**

The processing of your personal information is necessary for the performance of a task we carry out in the public interest or official authority vested in us in accordance with UK/EU law.

### **Who sees your personal information and why**

We need to share your personal data with internal CAA staff, the DfT's Aviation Security and the UK Border Force's Carrier Engagement Data Analysis Targeting (CEDAT) who act as joint controllers/processors for information sharing and the purpose of processing the application for a Foreign Registered Aircraft Permit. Such information is shared on an ad-hoc basis as part of the National Aviation Security Plan and in accordance of the MoU with DfT under which the CAA administers the Foreign Registered Aircraft Permit.

### **How long we keep your personal information and why**

We will delete all personal information associated with an unsuccessful applicant 5 years after the Foreign Registered Aircraft Permit application was made or 10 years after expiry of a granted Foreign Registered Aircraft Permit. The data is held for enforcement, compliance and intelligence purposes.

### **Your individual rights**

You may submit an information enquiry or make a complaint about how we have processed your personal information by emailing [FOI.requests@caa.co.uk](mailto:FOI.requests@caa.co.uk). Please be aware that the CAA is subject to the Freedom of Information Act, which means we may need to release information you have supplied to us. However, we would never disclose your personal information without first obtaining your consent.

### **Additional information**

- [Information on your further rights as a data subject.](#)
- [How to contact the CAA Data Protection Officer.](#)
- [How to complain to the ICO](#) about the CAA's processing of personal data.
- [The CAA General Privacy Notice.](#)

**This privacy notice is subject to change.**