

Application for Initial/Amendment/Renewal of Part 66 Aircraft Maintenance Licence (AML)



Please ensure you are using Internet Explorer or that you download and view the form directly in Adobe Acrobat Reader (latest full version) not the browser.

Please read the attached Guidance Notes before completing this form.

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. APPLICANT DETAILS

CAA Personal reference number/AML number (if known):

Date of Issue of current licence (dd/mm/yyyy)

Title: Forename: Surname:

Date of birth (dd/mm/yyyy): Place of Birth:

Nationality:

Permanent Address:

Country Postcode:

Is this a change of: Name Address Nationality

Telephone: Mobile telephone:

E-mail:

A certified copy of your Passport, EAA/EU National Identity Card or Full Photographic Driving Licence (see Guidance Note 1) must accompany your application as proof of identification if this is your FIRST application.

1.1 ADDRESS FOR CORRESPONDENCE (if different from above) To be completed by the Applicant

Postal Address:

..... Postcode:

1.2 EMPLOYERS DETAILS To be completed by the Applicant

Name of Current Employer:

Address:

..... Postcode:

Maintenance Organisation Approval Reference:

Contact number: Date Employment Commenced:

2.0 APPLICATION FOR (tick relevant boxes)

Initial AML	Amendment of AML	Renewal of AML	Replacement
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2.1 (SUB)CATEGORIES A B1 B2 B2L B3 C L

Aeroplane Turbine	(see section 2.3)
Aeroplane Piston	
Helicopter Turbine	
Helicopter Piston	
Avionics (read Guidance Note 5 first)	See section (2.2)
or Piston engine non-pressurised aeroplanes of MTOM of 2t and below	
Complex motor-powered aircraft	
Aircraft other than complex motor-powered aircraft	

2.2	SYSTEM RATINGS FOR THE B2L LICENCE:	B2L	Please read Guidance Note 5 first
Autoflight			
Instruments			
Com / Nav			
Surveillance			
Airframe Systems			

2.3	L – LICENCE SUBCATEGORIES	L
L1C: Composite sailplanes		
L1: Sailplanes		
L2C: Composite powered sailplanes and composite ELA1 aeroplanes		
L2: Powered sailplanes and ELA1 aeroplanes		
L3H: Hot-air balloons		
L3G: Gas balloons		
L4H: Hot-air airships		
L4G: ELA2 gas airships		
L5: Gas airships other than ELA2		

2.4	TYPE/RATING ENDORSEMENT(S)/ - LIST FULL AIRFRAME/ENGINE COMBINATION(S) (If applicable) LIMITATION REMOVAL ((Detail Basic & Type Limitations for removal)

2.5	EXAMINATION & TRAINING CREDITS
I wish to claim the following credits (if applicable):	
Knowledge/Experience credits for Part-147 training:	
Examination credits for equivalent exam certificates:	

3.0	SUMMARY OF APPLICANTS ON-AIRCRAFT EXPERIENCE - <i>Not applicable for CATEGORY C or Part-66 renewal applications</i>			
Dates		Aircraft	Engine(s) and/or Equipment	Description of Work
From	To			

3.1 EXPERIENCE GAINED ON <i>(Select as applicable, B1.2, B3 & L applications only)</i>			
Metal tubing structure covered with fabric aircraft	<i>EASA 01 / Part-66 01</i>	Composite structure aircraft	<i>EASA 02 / Part-66 02</i>
Metal structure aircraft	<i>EASA-03 / Part-66 03</i>	Pressurised aircraft	<i>EASA 04</i>
Wood structure & fabric aircraft	<i>EASA 05 / Part-66 05</i>	Other than ELA1 Gas Balloons	<i>Part-66 06</i>
Commercial Air Transport	<i>Part-66 08</i>	Complex Tasks & Standard Changes Restriction	<i>Part-66 07</i>
1 Year Experience Derogation	<i>(L licence Only)</i>	ELA1 Aeroplanes	<i>Part-66 09</i>

3.2 DEMONSTRATED ON-AIRCRAFT SKILLS CONTAINED WITHIN THE WORK RECORDS *(As applicable, tasks typically recorded within Sec 3.1 of CAP 741)*

Avionic LRU's	As applicable to the Licence applied for
EWIS, CDCCL, AL, AWL tasks	
Troubleshooting	
Removal & installation of components	
Electrical Hand Skills, Wiring, Crimping, Connective Devices, simple test equipment	
Avionic Systems	
Propeller(s)	
Metal structure aircraft damage assessment & repair	
Composite structure aircraft damage assessment & repair	
Wood structure & fabric aircraft damage assessment & repair	
Metal tubing structure covered with fabric aircraft damage assessment & repair	
Review of aircraft technical log & records demonstrating AD/ SB, special instructions compliance	

4.0 AIRCRAFT SYSTEMS SUMMARY *(Tabulate and record the quantity and types of tasks within your experience record). (Systems are as listed in Part 66 Appendix III)*

Chapter Pt 66	05	06	07	08	09	10	11	12	18
Chapter Pt 66	20	21	22	23	24	25	26	27	28
Serv									
Fuc/Op									
R/I									
Insp/Mods/ SB's/ect									
T/Shooting									
Chapter Pt 66	29	30	31	32	33	34	35	36	37
Serv									
Fuc/Op									
R/I									
Insp/Mods/ SB's/ect									
T/Shooting									

4.0 AIRCRAFT SYSTEMS SUMMARY (Tabulate and record the quantity and types of tasks within your experience record).
 (Systems are as listed in Part 66 Appendix III)

Chapter Pt 66	38	41	42	44	45	50	51	52	53
Serv									
Fuc/Op									
R/I									
Insp/Mods/ SB's/ect									
T/Shooting									
Chapter Pt 66	54	55	56	57	60	61	62	63	64
Serv									
Fuc/Op									
R/I									
Insp/Mods/ SB's/ect									
T/Shooting									
Chapter Pt 66	65	66	67	70	71	72	73	74	75
Serv									
Fuc/Op									
R/I									
Insp/Mods/ SB's/ect									
T/Shooting									
Chapter Pt 66	76	77	78	79	80	81	82	83	84
Serv									
Fuc/Op									
R/I									
Insp/Mods/ SB's/ect									
T/Shooting									
Chapter Pt 66	Additional	Additional	Additional	Additional	Additional	Additional	Additional	Additional	Additional
Serv									
Fuc/Op									
R/I									
Insp/Mods/ SB's/ect									
T/Shooting									

4.0 AIRCRAFT SYSTEMS SUMMARY (Tabulate and record the quantity and types of tasks within your experience record).
(Systems are as listed in Part 66 Appendix III)

Type of Structure	Damage Assessments	Corrosion/Degradation/ Treatment(s)	Type of Structure (classification)	Repair Type
Metal Structure				
Composite Structure				
Wooden Structure				
Metal Tubing & Fabric				

5.0 RECOMMENDING SIGNATORY REVIEW (not required for Part-66 renewal).

Application to be reviewed and this section completed by the recommending signatory only.
Non-Applicable sections shall be annotated "N/A"

5.1 EXAMINATIONS (Basic)

The examination certificates (EASA Form 148) have been reviewed and are fully compliant with EASA requirements.

Issue number correct & certificate is valid

Correct knowledge level

Training delivered is clearly identified (Examination Only, Basic training Course Only, Basic Training Course & Examinations)

Supply original certificates or certified true copy

5.2 EXAMINATIONS (Type)

The examination certificates (EASA Form 149) have been reviewed and are fully compliant with EASA requirements.

Issue number correct & certificate is valid

Correct knowledge level

Training delivered is clearly identified and both theory & practical training is included

Supply original certificates or certified true copy

5.3 EXAMINATIONS (Type - Aircraft Differences Type Applications)

Licence is endorsed with the aircraft type rating from which the differences are being identified

Completed the type training requirements for the aircraft type rating from which the differences are being identified

The certificate(s) shall identify whether the interface areas have been covered.

5.4 CATEGORY 'C' LICENCE

Complex Motor - Powered Aircraft

Or

Aircraft other than Complex – Motor powered Aircraft

Support Staff experience requirement as defined in 66.A.30 (3) has been verified

Record the applicant's duration of base maintenance experience (*in months*) AMC 66.A.30(a)(2)

Original or certified true copies of applicant's company authorisations to be supplied to support the application.

(Ensure the full duration is demonstrated on these documents)

5.5 ON THE JOB TRAINING (OJT) (*first in category / sub category type applications. Mandatory for aircraft classified as Group 1*)

Organisation has been approved by the UK CAA or member state NAA to deliver OJT

Compliance report to support the OJT

OJT logbook / worksheets verified & supplied with application

Sufficient quantity and diversity of OJT completed IAW MOE approval

If member state, confirmation statement and or verification letter reviewed and supplied (*See guidance notes*)

All the required items as listed in Part 66 Appendices to Annex III, 6, On the job training, (b) are included in OJT

OJT shall have been completed and started within the 3 years preceding the application.

OJT contains only applicable tasks for the type rating applied for

5.6 WORK EXPERIENCE & RECORDS

Applicant satisfies the minimum duration of on aircraft experience (66.A.30 (a), (e), AMC 66.A.30(a)(4), (5), AMC 66.A.30(e)) for the rating applied for (Only work on operational aircraft will be acceptable)

Application is compliant with the recent experience requirement (66.A.30(d))

Experience within the work record is consistent with no large gaps of inactivity (typically over 2 months)

Recorded tasks shall clearly show the aircraft, registration, job number/work order/technical log reference (as applicable) and countersigned by certifying staff

Is there within the log-book a list of the supervisors/signatories to show licence numbers/authorisation stamp numbers where signature and licence number has not been recorded by certifying staff member.

Work tasks have been clearly recorded to give the reader a clear understanding of the work performed with AMM/FIM/SRM references included as applicable and sufficient quantity and diversity of tasks within the systems has been demonstrated

Applicant is clearly identified on each page of the work records and whenever possible arranged in system/ chapter/ATA order

5.7 APPLICATION DECLARATIONS

**** Applicant Declaration**

I am applying for initial issue amendment renewal replacement of Part-66 AML as indicated.

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

I confirm that:

I am not holding any Part-66 AML issued in another Member State;

I have not applied for any Part-66 AML in another Member State; and

I never had a Part-66 AML issued in another Member State which was revoked or suspended in any other Member State.

I also understand that any incorrect information could disqualify me from holding a Part – 66 AML in addition to the False Representation penalties highlighted above

I agree to pay any additional charges which may become payable in respect of this application under the Scheme of Charges. (See Section 11 & 12)

I enclose payment for the charges payable on application in accordance with the Scheme of Charges (www.caa.co.uk/ors5).

Name:

Signature: Date of Signature:

**** Recommending Signatory Review Declaration – (not required for Part-66 renewal)**

I hereby certify that a review of the applicants work records, examinations and supporting documents as been completed by myself (*individual named below*) and the application is satisfactory and meets the requirements of part 66 and I hereby endorse the application for the following (*Enter what you are endorsing this application for below*):

Name:

Signature: Date of Signature:

Organisation Approval Number:

6.0 COURIER CHARGES

Note to all applicants: All original documents submitted by the customer and CAA issued documents, will be sent by secure courier and are subject to the appropriate charge as detailed on our website; please click attached link "Courier Charge". The courier charge will be added to the relevant charge as per the Personnel Licensing Scheme of Charges and payable with application.

Should you decide that you do not wish to use the courier option, please tick the box below and all documents will be returned by normal post (Second Class). If the documents sent by normal post fail to arrive at your postal address, we will only be able to re-issue the CAA documents, 15 working days after the original date of despatch from our office. A written request and secure courier fee will also be required. The CAA is not liable for any direct or consequential loss or delay that is caused by the use of normal postal services.

If you wish to opt out of document return by secure courier, please tick box.

Please note: The CAA is not liable for any direct or consequential loss or delay that is caused by the Secure Courier Service. Any damage to products received by you must be notified in writing to the CAA no later than 24 hours from the time of signing for the product(s). You must also return the damaged product(s) to the CAA no later than one week from the receipt and in return, we will reimburse the cost of postage. The CAA will assist you with your claim from the Secure Courier Service provider to recover your financial loss. Such claims will be limited to the price of replacement product(s) in line with the courier terms and conditions.

6.1 CHARGES

The charge(s) required as calculated in accordance with the CAA Personnel Licensing Scheme of Charges (published in CAA Official Record Series 5) (www.caa.co.uk/ors5) to be paid on application are enclosed herewith.

NB: This application will not be processed until the applicable charges have been received.

Total Charges included are: £

Where charges are to be paid other than by the applicant, please enter the name of the person/company who is paying:

IMPORTANT NOTES:

Additional Charges: Where the cost of the CAA investigations exceeds the application charge payable, the applicant shall pay additional charges to recover those excess costs incurred by the CAA in accordance with the Scheme of Charges.

Overseas Visits: If a Member or employee of the CAA is required to travel overseas in respect of this application you are advised to read the CAA Scheme of Charges to which this application relates and the section entitled 'Additional charge where functions are performed abroad'. All expenses incurred in pursuance of this application by virtue of travelling overseas will be payable by the applicant on demand.

Withdrawal/Cancellation of Application: In the event that this application is withdrawn by the applicant, a cancellation charge may be levied. The cancellation charge reflects the work carried out by the CAA on behalf of the applicant up to the point of cancellation. Please see the CAA Refunds Policy at www.caa.co.uk/refunds for more information. Where sufficient funds remain from the original application charge, this charge will be deducted from any refund made in respect of the application following cancellation.

Having a clear and correctly completed application form, together with any supporting documents (where appropriate) will enable UK CAA, Licensing and Training Standards (L&TS) to issue licences, ratings and certificates more efficiently, with less risk of errors or rejections and subsequent delays to your application.

Ensure the form is fully completed, failure to submit a correctly completed application form with the required supporting documents will lead to the return of your application.

7. DOCUMENTS SUBMITTED:

Original EASA Part-66 aircraft maintenance licence(*if existing Part-66 licence holder*)

Certified true copy of your Passport, EAA/EU National Identity Card or Full Photographic Driving Licence(*for Initial Issue*)

Original/Certified true copies of Exam Credits

Original/Certified true copies of Approved Part-147 Certificates of Recognition

Original/Certified true copies of Logbook/Work records

Original/Certified true copy of Company Authorisation for Category 'C' issue(*Ensure copies submitted indicate the full duration, especially if several issues of the authorisation have been in effect*)

Should the need arise the CAA retains the right to request the original document if it is deemed necessary to complete the application

Please refer to the Scheme of Charges for details of fees required. All original documents submitted will be subject to the courier charge Please send your completed application and supporting documentation to:

Aviation House
Licensing Assessment Team
Shared Services Centre
Beehive Ring Road, Crawley, West Sussex, RH6 0YR

Application for Initial/Amendment/Renewal of Part 66 Aircraft Maintenance Licence (AML)



Guidance Notes

1. Certifiers of Identification

- a. The following individuals may act as 'certifiers of your identity'.
 - b. Head of your organisation (145/147/CAO)
 - c. Quality department staff
 - d. UK part 66 licence holder

- i. Insert on the copy to be enclosed with the application: *'I have seen the original document and I certify that this is a complete and accurate copy of the original'*.
- ii. Insert signature and date.
- iii. Certifier's name must be printed in block capitals.
- iv. Must include position or capacity, e.g. Head of a Part 145/147/CAO Organisation/ UK licence number

2. Recommending Signatory Review

The review should be completed by the individual designated by your company. The company shall hold certification privileges (*typically Part 145/M.F (CAO) organisations*), normally this would be a member of the quality department or similar. The review shall be carried out by the signatory and must not be delegated to the applicant or any other individual.

3. Confirmation Statement (OJT)

A confirmation statement is required when your OJT has been completed within the European Union and approved by a member state competent authority. (Non-UK CAA)

The confirmation statement is a statement provided by the overseeing Competent Authority confirming that the OJT programme, submitted by the Part 145 organisation, is acceptable to the overseeing Competent Authority. The statement should include references to the sections of the MOE containing the approved OJT procedures where applicable.

4. Letter of Verification (OJT)

In addition to a Confirmation Statement a letter of verification is also required where the OJT has been performed at a location outside of the European Union and approved by a member state competent authority. The Letter of verification from the overseeing Competent Authority shall confirm the OJT has been assessed in accordance with the Part 66 requirements.

5. B2L Applications

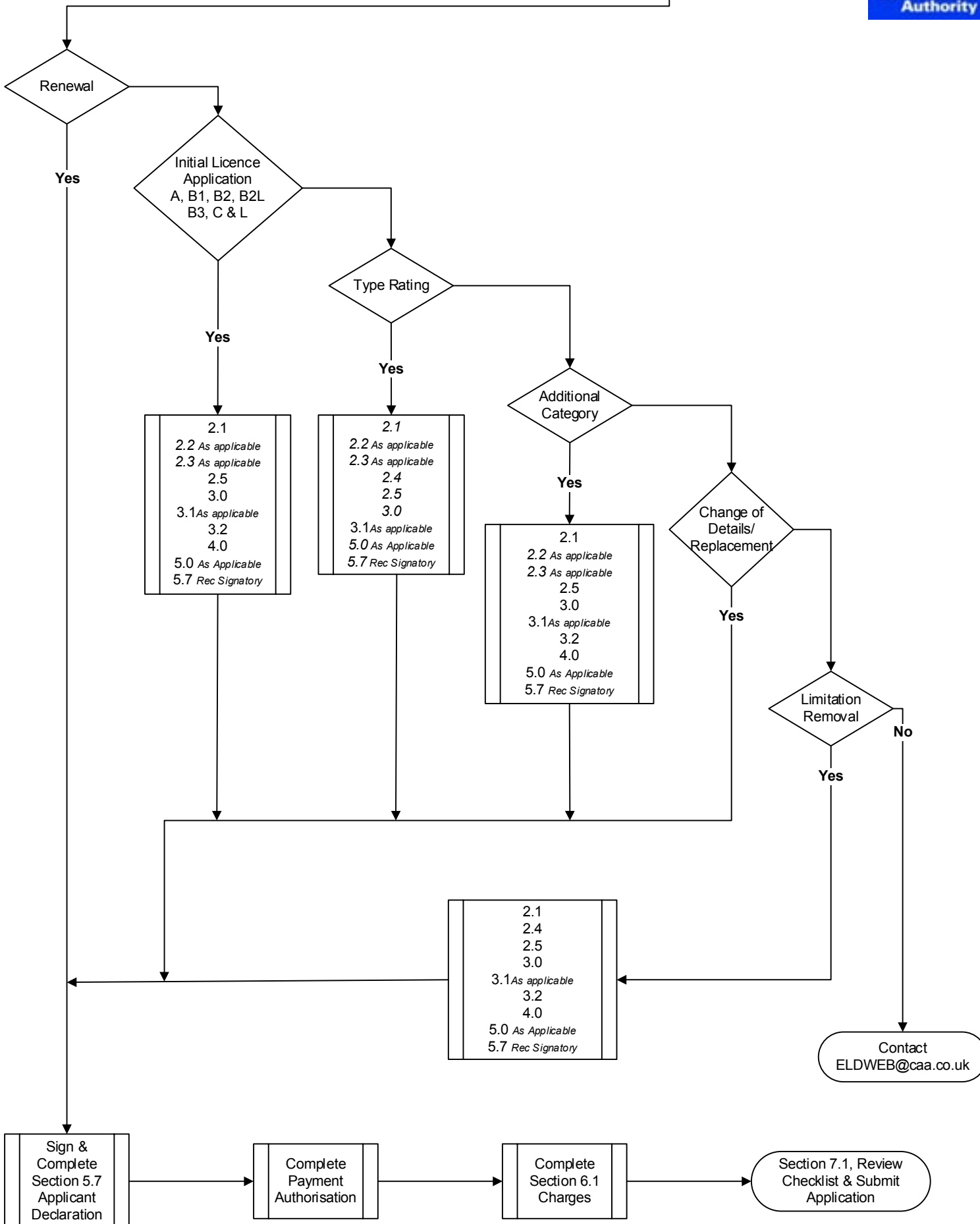
Prior to making any application please refer to the following regulatory references to avoid a delay in your licence application. GM 66.A.10(a) Application, 66.B.110 (c), AMC 66.B.110

6. Payment Authorisation (Form FCS1500)

To be completed in all cases. This information is provided at the applicant's risk and will be used by the CAA for this payment only and will not be used for any other purpose. Once payment is taken the payment authorisation will be destroyed. This form should be downloaded from the UK CAA Web site and fully completed to support your application prior to any application submission.

SRG 1014 Completion Guide

Sections 1.0 - 1.1 - 1.2 - 2.0 shall be completed in all instances. Additional sections to be completed are highlighted below



Payment Authorisation



This form can be filled in on screen (preferred method) then printed, signed and submitted as instructed. Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink

1. APPLICANT DETAILS (The Applicant is the person responsible for payment of CAA charges)

Application for:..... Dated:

Original Applicant's Name:

Application Submission Number (ASN):.....or, Application form number (i.e SRGxxxx)

Registered Company or Trading Name: (if applicable)

Contact Telephone Number:

2. PAYMENT DETAILS

a) Payment type (please tick your chosen method of payment).

Visa Mastercard Debit Card Cheque/Banker's Draft Bank Transfer Cash (max.£1000)

The maximum single transaction using a Visa/Mastercard or Debit Card is limited to £25,000.

We do not accept American Express, Diners Club or JCB cards. **Cash payments** will only be accepted in person at Aviation House, Gatwick. Please do not send cash by post.

Cheques shall be made payable to '**Civil Aviation Authority**'. Please write the CAA Application Form No. on the reverse of your cheque.

National Westminster Bank plc
Bloomsbury Parr's Branch
PO Box 158
214 High Holborn
London
WC1V 7BX

Account Name: Civil Aviation Authority
Account Number: 36029769
Sort Code: 60-30-06
Swift Code: NWBK GB 2L
IBAN: GB90 NWBK 6030 0636 0297 69

Please supply the following information:

Amount: £ BACS/CHAPS/ASN Reference*:

*When making a bank transfer please instruct your bankers to quote, i) in relation to an offline application, the individual's CAA reference number followed by the application date (i.e. 123456A ddmmyyyy) or ii) in relation to an online application, the Automatic Submission Number (ASN) (i.e. CAI-123).

Payer: Payers Email: Date of Transfer:

b) Card Details (for payment by Credit/Debit Card)

Card number:

Expiry date: / Security Code (last 3 digits on signature strip on reverse of card)

Debit cards only:
Start date: / Amount: £
Issue No: (if applicable)

Name (as written on card):
(BLOCK CAPS)

Full postal address of card holder:
..... Postcode:.....

Card holder's signature:

Please tick box if paying with Company Card Company Name:

Do not send credit card details by email. If sending this form electronically, please leave this section blank and we will call you to confirm your card details at the time.