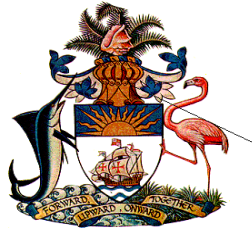


Ref. No.: CAD/Form-008-FOR-AC.

Telephone (242) 326-0345/6
Facsimile (242) 326-3592

Department of Civil Aviation
Seaban House, Crawford St.
Oakes Field
P. O. Box N975



Date of Issuance:

**DEPARTMENT OF CIVIL AVIATION
NASSAU, N. P., THE BAHAMAS**

**AIR TRANSPORT LICENCE
APPLICATION
AIR CARGO FOREIGN OPERATORS/CARRIERS**

Air Transport Licences and or Permits are granted under S.I. 62/1988; S.I. 105/1976, Civil Aviation Act, Chapter 284, Civil Aviation (Licencing of Air Services) Regulations, (Section 5), [Commencement 7th October, 1976].

Application must be read in its entirety prior to entering information.

Section (1).

Name of Operator or Carrier applying for Permit and or Licence	
Particulars on President of Company	
a) Full Name (Including initials)	
b) Date of birth.	
c) Present Address & Passport Number	
d) Nationality.	
e) Complete history of employment including current and previous employment	
f) Former Address	

Section (2).

Information Required on Aircraft included in the Application.

- a) **Certificate of Insurance.**
- b) **Certificate of Airworthiness.**
- c) **Certificate of Registration**
- d) **Lease agreement or bill of sale**
- e) **Letter from registered owner of aircraft**

Section (3)

<p>Air Operators Certificate (AOC)</p> <p><i>Issuance of AOCs to the applicant by its homeland Government and The Bahamas Government is a mandatory requirement for the successful processing of an air transport licence and or permit.</i></p>	<p>AOC issued by homeland Government.</p> <p>i) Indicate copy: attached [] not attached []</p> <p>AOC issued by The Bahamas Government.</p> <p>ii) Indicate copy: attached [] not attached []</p>
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Section (4)

Name of Legal Counsel or Local Representative retained in The Bahamas.

Section (5)

Submit a Copy of the Operator's/Air Carrier's Operations Specifications

Section (6)

Submit detailed Documents on Financial Status of Company, as indicated below.

- a) *Balance Sheet covering last fiscal period.*
 - b) *New Company – Submit detailed Financial Projection covering first year of operation, e.g. operating expenses.*
 - c) *Nationality of beneficial owners of company, amount of valued shares held by each source and availability of funds.*
- In addition to a) above, a Bank Credit Reference Letter for the Company.*

Section (7)

The type of service applied for, indicate:	(a) Scheduled []
	(b) Non-scheduled []

(a) SCHEDULED SERVICES

Submit an accurate **Time-Table** for **Scheduled Services, proposed passenger, freight, air mail conveyance rates, baggage allowance and excess baggage rates.**

(1) Aircraft Country of Registry

(2) Registered business address

 (a) *Head Office*

 (b) *In the Colony*

(3) Particulars of Route desired to operate (i) *Point of Departure*

 (ii) *Destination (Point)* (iii) *Intermediate landing points*----

 (a) *for traffic purposes*.....

 (b) *for non-traffic purposes*

 (c) *weather alternates*

(4) Duration of Licence.....

(5) Type of aircraft and Passenger Seating Capacity..

Accommodation.....

Crew to be carried (number and function)

.....

.....

.....

(b) NON-SCHEDULED SERVICES.

Specify **point/s** in both directions. Operations of **particular aircraft** at **particular/specific points** in The Bahamas shall be approved based on **The Bahamas Safety Regulations, only.**

(c) Submit brief **historical data** on Company (Operators shall include events such as all accidents/incidents/occurrences which took place within the last ten years).

Section (7) Cont'd.

d) Submit **full details** of **all aircraft** that will be used over the **Territory of The Bahamas**; and a separate request in **full detail** for approval for **all additional aircraft** to be **added to the fleet.**

e) To avoid undue delays, Operators are advised, it is mandatory to allow for a minimum period of **forty eight (48) hours (two (2) working days** for granting of approvals for **ADHOC** and Temporary Permits.

i) To secure approval, Operators shall submit copies of Certificate of Insurance, Registration, Airworthiness and Air Operators (AD-HOC Charter application is a separate document).

f) Every Licence and or Permit and renewal of every licence and or permit shall be **Five Hundred Dollars (\$500.00)**; in respect of every provisional licence, a fee of **fifty dollars (\$50.00)**; in respect of every short term special licence granted under **regulation 12**, a fee of **eighty dollars (\$80.00)**. Cheques are to be made payable to the **Public Treasury, P. O. Box N-975, Nassau, N. P., The Bahamas.**

Section (8)

Note: Applicant must secure written approval from its homeland Government prior to commencing operations in Commonwealth of The Bahamas.

Section (9).

Miscellaneous ----Applicants must remain cognizant as follows:

- (a) **Licences or permits** shall be submitted for renewed **not later than ten (10) working days prior** to the expiration date, to avoid cancellation of the operating authority granted.
- (b) The information contained herein is not meant to be all encompassing as the complexity of the particular operation may require additional information **e.g.** helicopter and seaplane.
- (c) The request for information herein is in accordance with the **Statute Law of The Bahamas 2000**, in particular, the **Civil Aviation Act, Chapter 284**, Civil Aviation (Licencing of Air Services) Regulations.
- (d) Operators are encouraged to become aware of the cited statute, and be aware that the Department of Civil Aviation shall enforce fully the penalties attached thereto. In this regard legal action will be taken against person(s) operating aircraft for hire and reward over the Territory of The Bahamas without securing the necessary approvals. Similar actions will be taken against operators who refuse to conform to regulatory requirements thereby exposing the public to unnecessary risks.
- (e) The response time and correctness of data submitted by the applicant to the information requested will determine the length of time for the application to be processed.

Mandatory Documents

- (f) Operators shall obtain The Bahamas Civil Aviation Act, Chapter 284, The Bahamas Civil Aviation (Air Navigation) Regulation, 2001, The Bahamas Civil Aviation (Safety) Regulation, 2001, The Bahamas Aeronautical Information Publication (AIP) and The Bahamas National Civil Aviation Security Program [(NCASP) which can be obtained from The Department of Civil Aviation].
- (g) Applicants shall not be heard by The Bahamas Air Transport Advisory Board (**ATAB**) until the applicant has satisfied the Director of Civil Aviation that it is in compliance with all appropriate requirements contained herein and necessary for the type of service applied for.

Miscellaneous

Note 1: Bahamian Nationals applying for a permit or licence must comply with all items.

Note 2: Commercial air operations to/from/within The Bahamas without prior approval is strictly prohibited.

Note 3: All matters pertaining to the issuance of Air Transport Licences for aircraft operations shall be addressed to the Director of Civil Aviation as indicated below.

Director of Civil Aviation
Department of Civil Aviation
P. O. Box N-975
Nassau, N. P., The Bahamas

(Monday - Friday)
☎ (242) 326-0339 / 326-0340
Fax: (242) 326-3592

Notice

I hereby give notice that I desire the Licencing Authority of The Bahamas to conduct an Enquiry in consideration of this application.

Signature..... Date.....

Title

Declaration.

I hereby certify that the above particulars are correct in all details. In the event this application may be approved, flight personnel and aircrew will comply with all rules and regulations applicable to aircraft operating in the Territory of the Commonwealth of The Bahamas.

Signature

Date

Title

Note: A copy of the Insurance Policy(ies) or Certificate(s) of Insurance, a copy of lease agreement(s) for aircraft and a cheque, payable to the Director of Civil Aviation, in the amount of \$500.00 Bahamian or equivalent, SHALL be rendered with this application to the Department of Civil Aviation P.O. Box N-975, Nassau, N. P., The Bahamas

Conditions

Note: Prior to this application being submitted by the Director of Civil Aviation to the Licencing Authority for consideration, the Applicant shall in the first instance satisfy the Director of Civil Aviation as follows:

1. *The operational procedures to be observed, including Route Capacity Schedules, Operations Manual, Route Book for aircrew, preparations for flights; such documents as flight plans, log books, aircraft engine and journey, loadsheets; radio apparatus to operate on the required frequencies for the proposed route.*
2. *Maintenance Manual and Schedule (shall be based on The Bahamas Air Safety Regulations (BASR). Additionally, information shall be provided indicating any major overhauls to aircraft; checks on aircraft and their engines; and information on the availability of adequate spare parts.*
3. *Traffic handling.*
4. *The adequacy and competence of employed staff and staff to be employed.*

Endorsement of Application

(By the Director of Civil Aviation)

*The Chairman,
Licencing Authority.*

.....

I CERTIFY that I have verified to the best of my knowledge and ability the particulars given overleaf and in the Annexes; and I have examined the Applicant's proposed practice in respect of the Conditions 1, 2, 3, and 4 above, and I am of the opinion that

(1) they are satisfactory.....

(2) they are satisfactory on condition that.....

(3) they are unsatisfactory for the following reasons.....

.....

.....

Signature Date

Title