Application for Approval of Flight Conditions for a Permit to Fly

IMPORTANT: **To ensure correct completion please refer to the Guidance. Please complete ALL applicable white boxed areas. If None, state None. Please do not enter TBA (or similar) to suggest that the information is not available.**

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 Corporate No. : (to be completed by SCAA)

1. Applicant

1.1 Applicant's Reference *(if applicable)*	
1.2 Name	
1.3 Address *(registered business/postal address)*	
1.4 Financial Contact *(if applicable)*	
1.5 Address	
1.6 Telephone	1.7 Fax
1.8 E-mail	

2. Scope Approval of flight conditions

☐ SCAA Form 18 is attached (see Annex)

☐ SCAA Form 18 is not attached because:

3. Applicability / Description

3.1 Applicability (*Aircraft manufacturer/type*)	
3.2 Serial Number	3.3 Registration marks

☐ Large Aeroplane ☐ Small Aeroplane, Sailplane, Powered Sailplane, VLA

☐ Rotorcraft ☐ Balloon/Airship

4. Permit to Fly

4.1 Requested duration for the Permit to Fly	from …….. dd.mm.yyyy until……..…….. dd.mm.yyyy (maximum 12 months)	
4.2 Purpose	☐ 1. Showing compliance with regulations or certification specifications ☐ 2. Flying the aircraft for customer acceptance ☐ 3. Delivering or exporting the aircraft ☐ 4. Flying the aircraft for Authority acceptance ☐ 5. Market survey, including customer's crew training ☐ 6. Exhibition and airshow	☐ 7. Flying the aircraft to a location where maintenance or airworthiness review are to be performed, or to a place of storage ☐ 8. Flying an aircraft at a weight in excess of its maximum certificated takeoff weight for flight beyond the normal range over water, or over land areas where adequate landing facilities or appropriate fuel is not available; ☐ 9. Flying aircraft meeting the applicable airworthiness requirements before conformity to the environmental requirements is shown
4.3 Description of the non-compliance with the applicable airworthiness requirements		

5. To be filled in only by the SCAA:

Statement of technical satisfaction

The certification team is satisfied that the applicant has shown that the aircraft is capable of safe flight under the conditions or restrictions necessary for safe operation of the aircraft in accordance with the hereby approved flight conditions.

Notes/Remarks/Restrictions:

6. Applicant's declaration

I confirm that the information contained herein is correct and complete. I agree to pay the charges levied by the SCAA in respect of the service provided under this contract. In the event that this application is subsequently cancelled, a cancellation charge may be applied.

7. Signature

Date	Name	Signature

This application should be sent by fax, e-mail or regular mail to:

State Civil Aviation Agency of the Republic of Azerbaijan

Baku, AZ1095, Azadliq avenue, 11,
Republic of Azerbaijan

Tel/Fax: +994 12 598 51 91
E-mail: hq@caa.gov.az

Guidance to the filling of Form 37:

The use of this form is required to enable SCAA to process applications without undue delay. The individual fields of the application form may be varied in size to allow entry of all required information. It is strongly recommended to use the English language.

Field 1.1: Enter your reference (optional).

Field 1.2: Enter the name of the legal entity making the application.

Field 1.3: Enter registered business address to be printed on the certificate; add postal address if different e.g. for mailing or billing purposes

Field 1.4-1.8: Enter name, telephone, fax and e-mail of financial contact person for this application

Field 3.1-3.3: Enter manufacturer, type / model, serial number and registration mark.

Field 4.1: Identify the duration until the Permit to Fly shall be valid; a standard Permit to Fly shall be issued for a maximum of 12 months

Field 4.2: (1) -Certification flight testing for Type Certification, Supplemental Type Certificates, changes to Type Certificates
- Flights for the purpose of noise measurements.

(2) Before the aircraft is sold and/or registered.

(3) Before the aircraft is registered in the State where the CofA will be issued.

(4) In the case of inspection flight test by the authority before the CofA is issued.

(5) Flights for the purpose of conducting market survey, sales demonstrations and customer crew training with non type certificated aircraft or aircraft for which conformity has not yet been established or for non-registered a/c and before CofA is issued.

(6) Flying the aircraft to an exhibition or show and participating to the exhibition or show before the design approval is issued or before conformity with the approved design has been shown.

(7) Ferry flights in cases where maintenance is not performed in accordance with approved programmes, where an AD has not been complied with, where certain equipment outside the Minimum Equipment List (MEL) is unserviceable or when the aircraft has sustained damage beyond the applicable limits.

(8) Oversees ferry flights with additional fuel capacity.

(9) Flying an aircraft which has been shown to comply with all applicable airworthiness requirements but not with environmental requirements for example due to weather constraints.

***Note: The above listing is of cases when a Permit to Fly MAY be issued; it does not mean that in the described cases a Permit to Fly MUST be issued. If other legal means are available to allow the intended flight(s) they can also be used*.**

Field 4.3: **This is the most important field !** Give a short description of the non-compliance with the applicable airworthiness requirements.

Field 5: To be filled in only by the SCAA.

Field 7: Signature of an authorised representative of the applicant.

Annex:

FLIGHT CONDITIONS FOR A PERMIT TO FLY APPROVAL FORM

IMPORTANT:

To ensure correct completion please refer to the Guidance. Please complete ALL applicable white boxed areas. If None, state None. Please do not enter TBA (or similar) to suggest that the information is not available.

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 Corporate No. : (to be completed by SCAA)

1. Applicant

2. Aircraft manufacturer/type	**3. Serial number**

4. Aircraft configuration

The above aircraft for which a Permit to Fly is requested is defined in:

5. Substantiations

6. Conditions/Restrictions

The above aircraft must be used with the following conditions or restrictions:

7. Statement

The flight conditions have been established and justified in accordance with AAR 21A.708.

The aircraft has no features and characteristics making it unsafe for the intended operation under the identified conditions and restrictions.

8. Approved under [ORGANISATION APPROVAL NUMBER]

9. Date of issue	**10. Name and signature**

11. Approval and date

Guidance to the filling of Form 18:

- ***A SIGNED SCAA FORM 18 IS NOT AN AUTHORISATION TO FLY; A PERMIT TO FLY IS REQUIRED.***
- Please fill in all required fields.

Information to be entered by the applicant into Annex: SCAA Form 18 – Flight Conditions for a Permit to Fly Approval Form:

The use of this form is required to enable SCAA to process applications for applications of flight conditions without undue delay. The individual fields of the approval form may be varied in size to allow entry of all required information. It is strongly recommended to use the English language.

Field 1: Name of organisation providing the flight conditions and associated justifications

Field 4: Add reference to the document(s) identifying the configuration of the aircraft

For change(s) affecting the initial approval form: description of change(s). This form must be re-issued.

Field 5: Please provide all justifications and make rreferences to the document(s) justifying that the aircraft (as described in 4.) can perform the intended flight(s) safely under the defined conditions or restrictions

For change(s) affecting the initial approval form: reference(s) to additional justification(s). This form must be re-issued.

Field 6: Details of these conditions/restrictions, or reference to relevant document, including specific maintenance instructions and conditions to perform these instructions

Field 7: Not to be filled in. The flight conditions have been established and justified including any condition or restriction necessary for safe operation of the aircraft, including:

a. the conditions or restrictions put on itineraries or airspace, or both, required for the flight(s);

b. the conditions and restrictions put on the flight crew to fly the aircraft;

c. the restrictions regarding carriage of persons other than flight crew;

d. the operating limitations, specific procedures or technical conditions to be met;

e. the specific flight test programme (if applicable);

f. the specific continuing airworthiness arrangements including maintenance instructions and regime under which they will be performed.

g. the method used for the control of the aircraft configuration, in order to remain within the established conditions

Field 8: To be filled in when approved under a privilege of an approved organisation

Field 10: To be signed by an authorized representative of the applicant. If not signed, delays will occur

Field 11: To be filled in ONLY by SCAA