



CIVIL AVIATION AUTHORITY OF BOTSWANA
P. O. Box 250, Gaborone, Botswana Tel: +267 3688200 / 3688200 Fax +267 3930165

FLIGHT SAFETY DIRECTORATE

APPLICATION FOR AIRCRAFT REGISTRATION

A. APPLICATION	
This application is for: (Tick applicable box)	<input type="checkbox"/> Initial issue of Certificate of Registration <input type="checkbox"/> Duplicate Certificate of Registration

B. REGISTRATION MARK				
If there is a mark reserved or existing for this aircraft, fill that mark, otherwise leave blank and CAAB will allocate the next available mark.	A 2 - <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			

C. AIRCRAFT DETAILS	
1. Aircraft Classification <input type="checkbox"/> Aeroplane <input type="checkbox"/> Rotorcraft <input type="checkbox"/> Other (<i>specify</i>) <input style="width: 100px;" type="text"/>	
2. Does the aircraft have a Type Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Aircraft manufacturer <input style="width: 150px;" type="text"/>	Country of Manufacture <input style="width: 150px;" type="text"/>
Model and series <input style="width: 150px;" type="text"/>	Year of Manufacture <input style="width: 150px;" type="text"/>
Serial number <input style="width: 150px;" type="text"/>	Type Certificate No. <input style="width: 150px;" type="text"/>
Maximum Certificated Take-off Mass <input style="width: 80px;" type="text"/> Kg	No. of seats (including crew) <input style="width: 80px;" type="text"/>
3. Engine	
Engine Manufacturer <input style="width: 150px;" type="text"/>	Engine model <input style="width: 150px;" type="text"/>
Engine type <input type="checkbox"/> Piston <input type="checkbox"/> Turboprop <input type="checkbox"/> Jet turbine <input type="checkbox"/> Not Applicable	No. of engines <input style="width: 80px;" type="text"/>
4. Propeller	
Propeller manufacturer <input style="width: 150px;" type="text"/>	Propeller model <input style="width: 150px;" type="text"/>

D. ELIGIBILITY TO REGISTER AIRCRAFT	
State if the Registered Owner is:	<input type="checkbox"/> (1) A citizen of Botswana <input type="checkbox"/> (2) Person bonafide resident of Botswana <input type="checkbox"/> (3) A corporation lawfully incorporated and doing business under the laws of Botswana <input type="checkbox"/> (4) A government entity of Botswana <input type="checkbox"/> (5) An applicant other than the above [<i>explain below</i>]
<p>NOTE: If (5) applies, provide full details of ownership and reasons for registration, and attach supporting documentation.</p>	<div style="border: 1px solid black; padding: 5px; min-height: 60px;"> <hr/><hr/><hr/><hr/> </div>

E. PREVIOUS REGISTRATION DETAILSPrevious State of Registry Previous registration marks Name and address of previous aircraft owner/operator Has this aircraft ever been registered in Botswana before? Yes NoIf yes, enter previous Botswana registration marks **F. OWNERSHIP INFORMATION****F.1 Registered Owner** [Details of the person in whose name the aircraft will be registered]Name (in full) of Registered Owner Address Telephone Mobile Fax E-mail **F.2 Other interests** [Details of other person having legal, beneficial or other interest in the aircraft]Name (in full) Address Telephone Mobile Fax E-mail **F.3 Other interests** [Details of other person having legal, beneficial or other interest in the aircraft]Name (in full) Address Telephone Mobile Fax E-mail **NOTE: Relevant information on additional interests must be attached to this application****F.4 Is the aircraft the subject of a charter, lease or hire purchase agreement?** Yes NoIf Yes, state period of charter, lease or hire purchase agreement **NOTE: Attach certified copies of agreements signed and dated by all interested parties.****G. CUSTOMS IMPORT FORMALITIES (Imported Aircraft Only)**

Evidence of compliance with Customs Import Formalities (BURS Form C. MISC 46) must be attached to this application

H. UTILIZATION

1. State purpose for which aircraft will be utilized [Tick applicable box]

- A – Transport (Passenger)
 B – Transport (Cargo)
 C – Aerial Work
 D - Private
 E – Other [Select this option if you answered NO in C.2]

2. Will this aircraft be operated for compensation or hire and reward? YES NO

NOTE: If you answered YES to above question, you must provide information required in items H.3 to H.6 below.

3. Air Transport License (ATL) No. Air Operator's Certificate (AOC) No.
4. AOC Holder's name and Address
5. Contact telephone Fax
6. AOC valid until [day-month-year]

I. FEES

1. Fees payable in respect of this application are as follows:

- (a) Application Fee
(b) Reservation of special registration letters (if applicable)
(c) Issuance of Certificate of Registration or Duplicate [Payable when collecting certificate or duplicate]

2. Select method of payment: Cash [Please do not enclose cash in the application]
 Cheque
 Direct deposit / Electronic Funds Transfer
[See CAAB Account details in item below]

3. CAAB Account details

Name of Account: **Civil Aviation Authority of Botswana**
Name of Bank: **Barclays Bank of Botswana** Branch Name: **Barclays House**
Branch Code: **29 06 67** Account Number: **1002208** Swift Code: **BARCBWGX**

NOTE: For more information on payment options consult the Fees Regulations currently in force or contact Accounts office at +267 3688200

J. APPLICANT'S DECLARATION

I, the undersigned, hereby certify that the particulars in this application are true in all respects.

Name (in full)

Signature

Date (day – month - year)

K. SUBMISSION INSTRUCTIONS

1. The completed form must be forwarded to the following address:

Postal Address

MANAGER, AIRWORTHINESS
 CIVIL AVIATION AUTHORITY OF BOTSWANA
 P. O. BOX 250
 GABORONE
 BOTSWANA

Physical Address

MANAGER, AIRWORTHINESS
 CIVIL AVIATION AUTHORITY OF BOTSWANA
 PLOT 61920
 LETSEMA OFFICE PARK
 GABORONE
 BOTSWANA

2. The following supporting documentation must be submitted with this application [Tick applicable item below]

A. For application for initial issue of Certificate of Registration

- (i) Proof of payment
- (ii) Letter of authority (if application is made on behalf of Registered Owner)
- (iii) Proof of Eligibility to register aircraft
- (iv) Customs Import Formalities (Form C. MISC 46)
- (v) Proof of aircraft ownership
- (vi) Lease/charter agreement(s) signed by all parties involved
- (vii) Previous Certificate of Registration
- (viii) Proof of deletion from previous Aircraft Register
- (ix) Previous Airworthiness Certificate
- (x) Export Certificate of Airworthiness
- (xi) Type Certificate and associated Data Sheets

B. For application for duplicate Certificate of Registration

- (i) Proof of payment
- (ii) Signed statement(s) of consent by all persons listed in Section F.
- (iii) Sworn affidavit

NOTE: All required enclosures must be submitted with this form; otherwise, the application will not be processed until all the required documents are submitted to the CAAB.

Additional information on aircraft registration matters may be found on Airworthiness Advisory Circular (AAC)-006 available in the CAAB website (www.caab.co.bw) and Civil Aviation (Nationality and Registration Marks) Regulations.

Section L – For CAAB use only

To be completed by CAAB Inspector processing the application.

Fee received: BWP

Invoice No.

Receipt No.

 Name of Inspector

 Signature

 Date