

APPLICATION FOR REGISTRATION OF AIRCRAFT

A – Aircraft Details		
Aircraft Manufacturer:	Country of Manufacture:	
Model:	Serial Number:	Previous Registration Marks:
Desired Marks:	Year of Manufacture:	Maximum Take-off Weight:
Aircraft Category: <input type="checkbox"/> Aeroplane <input type="checkbox"/> Glider <input type="checkbox"/> Balloon <input type="checkbox"/> Helicopter <input type="checkbox"/> Airship <input type="checkbox"/> Gyroplane	Engine Category: <input type="checkbox"/> Turbo Prop <input type="checkbox"/> Turbo Jet <input type="checkbox"/> Turbo Shaft <input type="checkbox"/> Piston <input type="checkbox"/> Turbo Fan <input type="checkbox"/> Other	
Aircraft is subject to – <input type="checkbox"/> Lease <input type="checkbox"/> Bill of Sale <input type="checkbox"/> Other	Purpose: <input type="checkbox"/> Private <input type="checkbox"/> Commercial <input type="checkbox"/> State <input type="checkbox"/> Other	
B – Applicant’s Details		
Actual Owner:		
Address:		
Contact Details:		
Applicant is a – <input type="checkbox"/> Private Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Corporation <input type="checkbox"/> Government Entity		
Applicant:		
Address:		
Contact Details:		
C – I CERTIFY THAT		
1. I am authorized by the owner(s) of the aircraft described herein to make this application (documentary proof required) 2. I am/we are qualified to be the owner(s) of a Gambian registered aircraft in accordance with Part 4.2.1.2 of the Gambia Civil Aviation Regulations. 3. All statements contained in this application are true and complete to the best of my knowledge and belief.		
Name (print):..... Signature:..... Date:.....		
<input type="checkbox"/> Owner <input type="checkbox"/> CEO <input type="checkbox"/> Accountable Manager <input type="checkbox"/> Managing Director <input type="checkbox"/> Other (<i>specify & supply letter of authority</i>).....		

Who can Register an Aircraft

An aircraft is eligible for registration if it is –

1. owned by a natural citizen,
2. an individual citizen of a foreign State who is lawfully admitted for permanent residence in The Gambia,
3. a corporation lawfully organized and doing business under the laws of The Gambia, or
4. a government entity of The Gambia; and

Who can sign this form?

1. This form must be signed by the person applying to be the holder of the certificate of registration.
2. If the holder of the certificate is to be a corporation, the CEO, Director or Secretary must sign the form. Alternatively, the CEO, Director or Secretary can give another person written authorization (on company letterhead) to sign this form on behalf of the corporation. That letter must be forwarded with this form.
3. If the applicant is a government entity, a person filling an equivalent position to that of Chairman, Director or Secretary must sign the form.
4. If the holder of the certificate of registration is to be an individual, the individual can give another person written authorization to sign this form on his/her behalf. That letter must be forwarded with this form.
5. Where more than one person is shown as owner each person should sign.

Documents to be forwarded with this form

The application form must be accompanied by copies of documentation transferring legal custody and control of the aircraft to the applicant such as,

1. Bill of Sale,
2. Lease Agreement,
3. Conditional Sales Agreement,

The applicant must also provide copies of the following:

1. Certificate of Incorporation,
2. Business Registration certificate,
3. Proof of De-registration,
4. Previous certificates of Registration, Airworthiness, Radio Station, Noise and Insurance for the aircraft.
5. If applicant is an individual, a clear and legible photocopy of a document such as a passport or driver's licence is acceptable. It is preferable that the ID provided includes your full name, address, date of birth and signature.

Registration Marks

The GCAA allows the allocation of 'Special' registration marks termed as desired registration marks based on availability for a fee of US\$600. Otherwise, the next alphabetically available mark will be automatically allocated to your aircraft.

Incomplete or Incorrect Form

In most cases, your form will be rejected. The GCAA will write to you explaining the reasons for the rejection and you will be provided with a copy of the rejected form together with a new form for completion.

If your application was not accompanied by the necessary supporting documentation the GCAA will write to you requesting the necessary documents. Your application will not be processed until such times as the GCAA receives all the necessary documentation.

Application Submission

You can return your application form and all other necessary documentation by post, fax or email, as follows:

Fax: **220 – 472 – 190**

Email: dfss@qanet.gm or dggcaa@qanet.gm

Mail: **Gambia Civil Aviation Authority
P.O.Box 285
Banjul International Airport
Banjul, The Gambia**

Please note that only clear, legible faxes will be accepted. If your fax is deemed unacceptable you will be contacted and asked to mail the documents.

NOTE

Ensure that the aircraft identification information is taken from the manufacturer's aircraft identification plate, which is attached to the fuselage.

All above documentation must be supplied in English. If the document is not in English it is the responsibility of the applicant to pay for and provide an official translation.

Require further information?

Contact Flight Safety Standards Department by telephone for on 220 – 472839 / 472686.