**Application for Registration of Aircraft on Civil Aircraft Registry of Albania**

**Part A. Application Request**

Pursuant to Albania Civil Law No. 10040, date 22.12.2008 “Air Code of the Republic of Albania” as amended and Minister Order No. 113/Dt. 12.10.2012 on Civil Aviation, I herby make application for registration of aircraft in Civil Aircraft Register of Albania.

|  |  |  |
| --- | --- | --- |
| 1 | a) Designation of aircraft: Name, Type, Series  (A*s described by the Constructor*). |  |
| b) Classification | Airplane  Helicopter  Gyroplane  Others |
| c) Number of engines fitted. |  |
| d) Engine class/Manufacturer  (*Piston, turbine, turbofan or turbojet*). |  |
| e) Maximum takeoff weight (kg). |  |
| f) Maximum passengers carried |  |
| 2 | a) Manufacturer of Aircraft. |  |
| b) Year of construction. |  |
| 3 | Aircraft Constructor’s Serial Number |  |
| 4 | Intended scope of operation | Passenger  Cargo  Private  Aerial work  Others |
| 5 | Aircraft Registration Mark  Is reserved:  Isn’t reserved: | ZA – |
| 6 | If this aircraft was imported and has not been Albanian registered since that importation, please provide the following details:  Previous state of registration  Previous Registration Mark | ………………………  ……………………… |
| 7 | Has this aircraft previously been registered in Albania  If Yes - please enter previous Albanian registration mark | YES NO |
| ZA - |
| 8 | Does the aircraft have:   * A valid EASA Certificate of Airworthiness with current valid Airworthiness Review Certificate (ARC) * An Export Certificate of Airworthiness from State of Registry.   If Yes enter ARC or Export Certificate of Airworthiness Number. | YES NO      YES NO  ………………………………… |
| 9 | Confirmation of de-registration from Civil Register of exporting State | YES NO |
| 10 | Aircraft owned by:  *(The aircraft owner as per Note below)* |  |
| Full Name |  |
| Address in Albania |  |
| Nationality |  |
| 11 | Please provide additional details of applicant (listed above) designated for all correspondence.  Phone (Fix/Mob) |  |
| Fax |  |
| E-mail |  |
| 12 | Is the aircraft owned by: |  |
| 1. Government |  |
| 1. Albanian citizen |  |
| 1. A Organization incorporated in the Republic of Albania |  |
| 13 | Base Aerodrome |  |
| 14 | Is a copy of the Radio License Attached? Yes No To Be Added | Yes No To be added |
| 15 | Is a copy of the Insurance Certificate Attached? | Yes No To be added |
| 16 | Where applicable - is a copy of the current Noise certificate attached? | Yes No To be added |
| 17 | If the aircraft is being acquired via a hire purchase agreement or lease agreement, enter details of the hirer / lessor below. |  |
| Name of Hirer / Lessor |  |
| Address |  |
| Nationality |  |
| 18 | Applicant |  |
| Name |  |
| Signature |  |
| Date |  |

This form, when completed, should be sent to the Civil Aviation Authority of Albania

***NOTE:***

*An aircraft may only be registered in the Republic of Albania if:*

1. *It is not registered in another State and*
2. *It is owned by:*

* *Albanian citizens, citizens of a Member State of the European Union or of a State party to the Multilateral Agreement having a permanent residence in the Republic of Albania, or*
* *a company incorporated and having their principal place of business in the Republic of Albania, the main activity of which is air transportation, or*
* *a company formed in accordance with the law of a Member State of the European Union or of a State party to the Multilateral Agreement the registered office, central administration or principal place of business of which is located in that State.*

*The operator of the aircraft may also be entered in the register instead of the owner, if it fulfils the requirements for the registration with exception of the ownership.*

*In case of special circumstances the CAA may allow exceptions from the requirements of this Article.*

**Part B. Preliminary classification report for aircraft**

The following documents must be presented to CAA:

1. **A/C Certificates (*A/C airworthiness documents)*:**

* Airworthiness certificate
* Airworthiness review certificate
* Registration certificate
* Noise certificate
* Insurance certificate
* Radio station license
* Certificate release service

1. **RVSM Letter/ETOPS Statement**
2. **Compliance CAT IDE & Avionic Equipment**

* PART CAT Subpart D (STATEMENT OF COMPLIANCE TO EU 965/2012)
* Avionics List

1. **Last weighing report**
2. **Lopa & Emergency Equipment layout**

* Cabin layout of Passenger Accommodation (LOPA)
* Emergency equipment layout

1. **Letter check & A/C Status (certified)**

* Check (1A;2A1;2A2;2A3;2A4; 4A; 8A; ….1C;2C;4C;6C;8C;..1D;2D) Last Execution- Remaining to next-Next due
* A/C Status (Aircraft, APU, Engine 1 & 2, LH & RH LDG, Nose LDG.)

1. **Aircraft Maintenance Program AMP - Approved MP**

* Is all scheduled maintenance up-to-date in accordance with the Boeing MPD?
* Are implemented the latest (MRB or AMM) revision?
* Are implemented NAA requirements if any?

1. **Certified Hard time component list**
2. **CPCP Task Status**
3. **Non Incident-Accident statement**

* APU Non Incident-Accident statement
* LH & RH Engines Non Incident-Accident statement
* A/C Non Incident-Accident statement

1. **Certified AD Status (FAA and EASA AD's applicable to the airframe, engines)**

* Airframe AD Status
* Engine AD Status
* Are all applicable AD’s have been accomplished?
* Are included into the AMP the repetitive AD’s, including additional requirements by the State of Registry.
* Are all applicable AD’s to the aircraft, engine, APU and appliances incorporated in the AD-status

1. **STC Status & Modification Status**

* STC Summary
* Minor & Major Modifications

1. **Repair status & Dent Buckle chart**

* Repair- File and Map

1. **Engines & APU: Form 1; LLP (First limiter part remaining cy); Bench test;**
2. **NLDG & MLDG Status, LLP, Form 1**
3. **Technical Documentation status (last revision):**
4. MPD-Maintenance Planning document;
5. MMEL-Master Minimum Equipment List;
6. TCDS-Type Certificate/ Data Sheet;
7. Export Certificate of Airworthiness;
8. AFM-Flight Manual/ Pilot Operating Hand book;
9. AMM-Maintenance Manual of Aircraft, Engine etc.;
10. Overhaul Manual including that for the engine;
11. SRM-Structural Repair Manual;
12. Service Bulletins and subsequent new issues/ revisions;
13. Operations manual;
14. Weight & Balance Manual;
15. Component Overhaul/ Maintenance manual;
16. Standard Practices manual;
17. NDT manual;
18. Parts Catalogue (IPC).
19. The mandatory markings and placards are installed on the aircraft, especially the emergency exit markings instructions and passenger information signs and placards. (Mandatory placards in the TCDS, AFM, the AMM, STCs, IPC, etc).