

## APPLICATION TO BECOME A REGULATED SUPPLIER

New Application	<input type="checkbox"/>	Relisting	<input type="checkbox"/>	Additional Site	<input type="checkbox"/>	Other change	<input type="checkbox"/>

Please read these notes and the Guide for Applicants for Regulated Supplier Status carefully before deciding if you wish to apply.

**If you wish to be included on the list of Regulated Suppliers, because you supply items intended to be taken on board an aircraft for; use, consumption or purchase by passengers or crew during the flight.**

You should fill in this form

- Please print clearly in black ink
- Please tick the relevant boxes
- Have you applied for listing before? Yes ☐ No ☐  
If yes, please give details including allocated number on a separate sheet
- Are you a registered company? Yes ☐ No ☐  
If yes, please complete Part A. If No, please complete Part B

<b>PART A</b>			
Company Name			
Registration No			
Trading as			
VAT Reg No.			
Registered Office Address			
		Postcode	
Telephone No		Fax No	

Now go to **Part C**

<b>PART B</b>				
Are you?				
A	a sole proprietor			
Full Name				
Trading as				
B	a partnership or association			
Full names of all Partners or Associates				
Trading as				
VAT Reg No.				
Registered Office Address				
		Postcode		
Telephone No			Fax No	
		Please attach an address list of all premises where you will Prepare and apply Security Controls to In-Flight Supplies SEE Part D		

Now go to **Part C**

<b>PART C</b>			
Please give details of the individual in your company who will officially accept any written or verbal communication from the Secretary of State relating to In-Flight Supplies. The signatory must hold a senior position in the company or business which carries responsibility for security.			
Name			
Position in Company			
Official Address			
		Postcode	
Telephone No			
Mobile No			
Fax No			
E-mail Address			
24 hr Contact Number.			

Now go to **Part D**

<b>PART D – Please fill a separate copy of this part of the form for every site to be listed:</b>																		
Name of Nominated person																		
Position in Company																		
Official Address																		
		Postcode																
Telephone No																		
Fax No																		
Mobile Phone Number																		
E-mail Address																		
Regulated Number if assigned				U	K	/	I	S				-			/		/	
Operating Hours																		
Number of Employees at Unit						Permanent Staff				Agency								
<b>Type of Supplies Processed (tick all relevant boxes):</b>																		
Food - Frozen - Chilled - Ambient				Bond				Dry Stores				Other please Specify						
<b>Aircraft Operators delivered to</b>																		
Name of Training Provider																		
Date of Training																		
Are the following records kept at this site ,																		
Training Records								Staff Recruitment Records										
If no then include details of where these records are held:																		
Training Records						Staff Recruitment Records												

Now go to **Part E**  
(Reminder EACH site you wish to be listed MUST be on a separate Part D)

<b>PART E</b>	Now please read the declaration and then sign and date below
<b>ATTACHMENT 8-A</b>	
<b>DECLARATION OF COMMITMENTS - <i>REGULATED SUPPLIER OF IN-FLIGHT SUPPLIES</i></b>	
<p>In accordance with Regulation (EC) No 300/2008 of the European Parliament and of the Council of 11 March 2008 on common rules in the field of civil aviation security and its implementing acts,</p> <p>I declare that,</p> <ul style="list-style-type: none"> <li>to the best of my knowledge, the information contained in the company's security programme is true and accurate,</li> <li>the practices and procedures set out in this security programme will be implemented and maintained at all sites covered by the programme,</li> <li>this security programme will be adjusted and adapted to comply with all future relevant changes to EC legislation, unless [name of company] informs Department for Transport that it no longer wishes to deliver in-flight supplies directly to aircraft (and thus no longer wishes to trade as a regulated supplier),</li> <li>the applicant will inform the, Department for Transport in writing of: <ul style="list-style-type: none"> <li>(a) minor changes to its security programme, such as company name, person responsible for security or contact details, promptly but at least within 10 working days; and</li> <li>(b) major planned changes, such as new screening procedures, major building works which might affect its compliance with relevant EC legislation or change of site/address, at least 15 working days prior to their commencement/the planned change,</li> </ul> </li> <li>in order to ensure compliance with relevant EC legislation, [name of company] will cooperate fully with all inspections, as required, and provide access to all documents, as requested by inspectors,</li> <li>the applicant will inform the, Department for Transport of any serious security breaches and of any suspicious circumstances which may be relevant to in-flight supplies, in particular any attempt to conceal prohibited articles in supplies, EN L 55/36 Official Journal of the European Union 5.3.2010 the applicant will ensure that all relevant staff receive appropriate training and are aware of their security responsibilities under the company's security programme, and</li> <li>the applicant will inform the, Department for Transport if: <ul style="list-style-type: none"> <li>(a) it ceases trading;</li> <li>(b) it no longer delivers in-flight supplies directly to aircraft; or</li> <li>(c) it can no longer meet the requirements of the relevant EC legislation.</li> </ul> </li> </ul> <p style="text-align: center;">I shall accept full responsibility for this declaration.</p>	
Signed	
	Dated
Name	
The signatory must be the individual whose details are provided in Part C.	
<p><b>Now return the completed application form together with the following:</b></p> <ul style="list-style-type: none"> <li>a statement of your current security program (on a CD in Microsoft Word or PDF format)</li> <li>details of previous applications for listing</li> </ul> <p><b>Then send to:</b></p> <p style="text-align: center;"> <b>Department for Transport</b>  <b>Aviation Secretariat (In-Flight Supplies)</b>  <b>3<sup>rd</sup> Floor,</b>  <b>Fry Building, 2 Marsham Street</b>  <b>LONDON.</b>  <b>SW1P 4DF</b> </p>	