



NIGERIAN CIVIL AVIATION AUTHORITY

AVIATION HOUSE

P. M. B. 21029, 21038 Ikeja Lagos, Nigeria

APPLICATION FOR REMOTELY PILOTED AIRCRAFT OPERATOR'S CERTIFICATE

FORM #: AC-GAD-001

*Notes: (Please read
carefully)*

- Supporting documents:** the supporting documents to accompany each application are set out in detail on page 5.
Please pay meticulous attention to compliance therewith.
- Certification of supporting documents:** Kindly note that certification of all annexures must be done by a Commissioner of Oaths or Notary Public of a **non-interested party** on the front of every page, and must include a full signature and ink stamp with full details, address and certification statement of such Commissioner of Oaths or Notary Public.
- The original application** must be submitted to the Nigerian Civil Aviation Authority, General Aviation Directorate.
- Where the required information cannot be furnished in the space provided, the information must be submitted as a separate memorandum and attached hereto.

1.	PARTICULARS OF APPLICANT			
1.1	Full name of the (company, close corporation or trust)			
1.2	Full business/residential address		1.3	Postal address
	Postal code		Postal code	
1.4	Telephone office		1.5	Telephone other
1.6	Fax number		1.7	Fax number
1.8	E-mail address			
1.9	Legal status of applicant (government agency /parastatal /company /organization)			
1.10	Registration number of company			
1.11	Date of registration of company			
1.12	Full particulars in respect of each director / member / trustee			

2nd May 2016

Form AC-GAD001 Page 1 of 5

Surname & initials	Position	Passport Number	Nationality
2.	PARTICULARS OF AIRCRAFT (If more than one aircraft kindly provide details on separate sheet)		
2.1	Current nationality and registration mark of aircraft (if applicable)		
2.2	Nigerian registration letters, if registered previously in the Republic	5N	-
2.3	Manufacturer of the aircraft		
2.4	Manufacturer's model of aircraft		
2.5	Aircraft serial number		
2.6	Date of manufacture		
2.7	Maximum take-off mass (kg)		
2.8	Mark with an X the appropriate aircraft type, engine type & number installed, and the intended operation of the aircraft.		
	Aircraft Type	Engine Type & Number Installed	Intended Operation
	Aircraft	Piston Engine 1, 2, 3, 4	Commercial
	Helicopter	Turboprop Engine 1, 2, 3, 4	Government
	Multi Rotor	Turbojet Engine 1, 2, 3, 4	Corporate
		Electric 1, 2, 3, 4.	Recreational
		Other (Explain)	
2.9	Please note that the receipt of the Certificate of Registration does not automatically confirm the right to possession of an RPA Operators Certificate.		
	Tick appropriate box below		
2.10	VLOS	EVLOS	BVLOS R-VLOS
2.11	Please provide brief description of the intended operations		
2.12	I, the undersigned		
2 nd May, 2016	(full name of director / member / trustee / individual authorised in the resolution on page 4 hereof to act on behalf of the applicant)		

I hereby declare that the above particulars contained herein as well as the documentation submitted in support of the application are true and correct in every respect and apply herewith for registration of RPA in Nigeria, onto the Nigerian Civil Aircraft Register and/or for the processing of RPA Operator's certificate and other approvals from the Authority.		
SIGNATURE OF APPLICANT	NAME IN BLOCK LETTERS	DATE
Capacity of signatory		
Name of company, close corporation, trust or other organisation		

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NCAA USE ONLY (<i>Documentation received</i>)		
Reference Number		
Time		
SIGNATURE OF OFFICER	NAME IN BLOCK LETTERS	DATE

RESOLUTION									
RESOLUTION OF THE									
<i>(directors / members / trustees)</i>									
OF									
<i>(name of company / corporation / organisation)</i>									
PASSED AT		<i>(PLACE)</i>				ON		<i>(DATE)</i>	
RESOLVED:									
1.	That							applies for	
<i>(name of company / Organisation)</i>									
1.1	the registration of the RPA on the Nigerian Civil Aircraft Register								
	5N		-				Model		
							Serial number		
2.	That								
<i>(full names of the authorised individual)</i>									
is authorised to take all the necessary steps on behalf of									
<i>(name of company / Organisation)</i>									
and to sign the application form and to finalise the application as specified above, in execution of this resolution.									
Signatures of AT LEAST THREE directors / members / trustees									
SIGNATURE		NAME IN BLOCK LETTERS				CAPACITY <i>(Specify)</i>			
SIGNATURE		NAME IN BLOCK LETTERS				CAPACITY <i>(Specify)</i>			
SIGNATURE		NAME IN BLOCK LETTERS				CAPACITY <i>(Specify)</i>			

SUPPORTING DOCUMENTS:		
<i>Kindly mark and attach relevant documents and/or requirements</i>		
1. In the case of an RPA which is imported into the Country for the first time or returns to the Country and has to be re-registered on the Nigerian Civil Aircraft Register (NCAR):		
1.1	An affidavit confirming the following:	
	Non-registration or de-registration of the RPA from the State or territory from which the aircraft is imported.	
	Ownership of the RPA.	
	Serial number of the RPA.	
1.2	A copy of the Clearance Importation Document issued by the Nigerian Customs, if not applicable, a confirmation letter from Nigerian Customs as applicable.	
1.3	In the case of ex-military RPA Confirmation issued by ONSA that the aircraft is not fitted with any armaments.	
1.4	Registration fee Receipt.	
INCLUDING REQUIREMENTS LISTED ABOVE		
2. If the aircraft is to be registered in the name of a company:		
2.1	A copy of the latest register of directors approved by the Corporate Affairs Commission. (Form CO2)	
2.2	The authorising resolution on page 4 hereof.	
2.3	Any of the following certified documents: Nigerian identity document, Nigerian passport, valid Nigerian driver's licence, as authorised on page 4 of the resolution.	
3. If the aircraft is to be registered in the name of an Organisation:		
3.1	A copy of the resolution of the Directors	
3.2	The authorising resolution on page 4 hereof.	
3.3	Any of the following certified documents: Nigerian identity documents, Nigerian passport, valid Nigerian driver's licence, as authorised on page 4 of the resolution.	
4.	If the aircraft is to be registered in the name of a Government agency or parastatal:	
4.1	A certified copy of the appropriate letter of Ministerial Approval	
4.2	The authorising resolution on page 4 hereof.	
4.3	Any of the following certified documents: Nigerian identity document, Nigerian passport, valid Nigerian driver's licence, as authorised on page 4 of the resolution.	