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|  | **CIVIL AVIATION AUTHORITY OF MALAYSIA** |
| **APPLICATION FOR PERMIT TO FLY – ISSUE AND RENEWAL***(Civil Aviation Regulation 2016)* |

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| **1. Applicant Address and Contact Details** |
| 1.1 Name and Address *[registered (business)/ name and address of applicant]* | Company / Name |       |
| Address |       |
| 1.2 Contact Person *[if applicant is a company, the person responsible for this application]* | Name |       |
| Job title  |       |
| Phone |       |
| Fax |       |
| Email |       |
| **Important Note:** 1. First time applicant need to submit a copy of the company’s **Business Registration** or similar legal document stating name and address of the company.
2. If the applicant is not a company but a natural person, a copy of the person’s **Identification Card (IC) or Passport** needs to be provided for first time applicant.
3. Application shall be submitted in accordance with **regulation 189** of **CAR 2016** with the appropriate fees and charges as prescribed in **Civil Aviation (Fees and Charges**) **Regulations 2016**.
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| 2. Identification of Activity |
| 2.1 [ ]  Initial Issue **2.2** [ ]  Renewal 2.3 [ ]  Variation  |

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| 3. Product Identification |
| 3.1 Aircraft Details |

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| **3.1.1 Aircraft nationality and**  **registration mark** | **9M -**  | **3.1.4 Serial number** |       |
| **3.1.2 Designated type name** |       | **3.1.5 Designated model** |       |
| **3.1.3 Aircraft’s manufacturer** |       | **3.1.6 Year of construction** |       |

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| 1. **Requested Duration for Permit to Fly**
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| **From** | . | **To** | . | **Total duration**(max 12 months) |       |

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| 1. **Purpose of Flight**
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| *(tick the applicable box)*[ ]  1. Development[ ]  2. Showing compliance with regulations or certification requirements[ ]  3. Design organisations or production organisations crew training[ ]  4. Production flight testing of new production aircraft[ ]  5. Flying aircraft under production between production facilities[ ]  6. Flying the aircraft for customer acceptance[ ]  7. Delivering or exporting the aircraft | [ ]  8. Flying the aircraft for CAAM acceptance[ ]  9. Market survey, including customer’s crew training[ ]  10. Exhibition and air show[ ]  11. Flying the aircraft to a location where maintenance, repairs or airworthiness review are to be performed, or to a place of storage[ ]  12. Flying an aircraft at a weight in excess of its maximum certificated take-off weight for flight beyond the normal range over water, or over land areas where adequate landing facilities or appropriate fuel is not available[ ]  13. Record breaking, air racing or similar competition | [ ]  14. Flying aircraft meeting the applicable airworthiness requirements before conformity to the environmental requirements is shown[ ]  15. For non-commercial flying activity on individual non-complex aircraft or types for which the CAAM agrees that a certificate of airworthiness or restricted certificate of airworthiness is not appropriate[ ]  16. Other (please specify): .............. |

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| 1. **Details of Persons Operating the Flight**
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|  | **Name** | **Licence No.** | **Designation** |
| 1. |       |       |       |
| 2. |       |       |       |
| 3. |       |       |       |
| 4. |       |       |       |
| 5. |       |       |       |

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| 1. **Route of Flight**
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| *[provide brief information on the flight route/itinerary]*      |

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| 1. **Continuing Airworthiness**
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| *[name of* ***person*** *or* ***organisation*** *responsible for* ***release of the aircraft*** *in accordance with the approved flight condition(s) referenced on the permit to fly]*      |

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| 1. **Approval of Flight Condition(s)**
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| * 1. **If approved by the CAAM, indicate approval reference number**
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| * 1. **If approved under a DOA privilege, indicate approval reference number**

*[attach a copy of approval]* |       |
| * 1. **If approval is not available at the time of application, has application for the approval of flight condition been submitted?** *[Note: CAAM will not issue/renew the permit to fly until the flight condition(s) is approved]*
 |  **[ ]**  Yes **[ ]**  No  |

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| 10. Applicant’s declaration and acceptance of the General Conditions and Terms of Payment |
| I declare that I have the legal capacity to submit this application to the CAAM and that all information provided in this application form is correct and complete.I have understood that I am submitting an application for which fees or charges are levied by the CAAM in accordance with the **Civil Aviation (Fees and Charges) Regulations 2016**.I declare to be aware that fees or charges, as well as all relevant travel costs must be paid whether or not the application is successful and that they are **non-refundable**. Moreover, I declare that I am aware of the consequences of non-payment. |
|       |  |       |
| Name | Signature | Date |
| **Important Note:** 1. CAAM will not accept applications without signature. Please make sure that you sign the application.
2. Please ensure all required **fees and charges** as prescribed in the **Civil Aviation (Fees and Charges) Regulations 2016** are submitted with the application.
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| **CAAM OFFICIAL USE ONLY** |
| Received by |  | Date |  |
| Approved by |  | Date |  |

**INSTRUCTIONS FOR FORM 8305-01**

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| **# - Field Name** | **Completion Instructions** |
| **1. Applicant Details** | Please enter the full **name of the company** (as it appears on the Business Registration or similar legal document) or natural person (as it appears in the ID Card/Passport). Also, if applicant is a company, please provide details on the contact person responsible for the application. |
| **2. Identification of Activity** | Please identify the activity for the application i.e. initial issuance of the permit to fly, renewal or variation. |
| **3.1 Aircraft Details** | Please provide the required aircraft details - aircraft nationality and registration mark, designated type, serial number, designated model, aircraft manufacturer and year of construction. |
| **4. Requested Duration for Permit to Fly** | Please indicate the requested date(s) for the duration of the permit to fly. The maximum duration is 12 months but applicant is required to specify a **practical duration** that suits the purpose of the flight as stated in Block 5. Also, please take into consideration that **delays due to weather** or other reasons may occur.For purpose of flight under **Block 5** **item no. 15**, maximum duration of 12 months may be specified. |
| **5. Purpose of Flight** | Please identify and tick the applicable box indicating the purpose of the flight. Commonly used purposes are:**No. 8** – Flying for the CAAM acceptance e.g. for **initial issuance of the CofA**;**No. 11** – Flying the aircraft to a location where **maintenance, repairs or airworthiness review** are to be performed, or to a place of storage e.g. aircraft sustained damages beyond the established limits; this is for **ferry flight** purpose.**No. 15** – For non-commercial flying activity on individual non-complex aircraft or types for which the CAAM agrees that a certificate of airworthiness or restricted certificate of airworthiness is not appropriate e.g. recreational aircraft such as **microlights, kit-planes, amateur-built**, **unmanned aircraft system** (**UAS**) etc.] |
| **6. Details of Persons Operating the Flight** | Please provide details of the flight/technical crew essential to the flight such as the name, licence number and designation e.g. pilot/co-pilot, technical service engineer (TSE), licensed aircraft maintenance engineer (LAME) etc.**Note:** Only **minimum** flight crew and required technical personnel on board. |
| **7. Route of Flight** | Please provide details on the route(s) planned for the flight e.g. **Departure Airport** and **Destination Airport**, including suitable alternate airport(s) if required. |
| **8. Continuing Airworthiness** | Please provide the name of person or organisation responsible for release of the aircraft in accordance with the approved flight condition(s) referenced on the permit to fly. |
| **9. Approval of Flight Conditions** | Please indicate the flight conditions approval ref. no. if approved by the CAAM or under the privilege of a design organisation approval (DOA). If approval is not available at the time of application, please indicate whether application has been submitted or not.**Note:** CAAM will not issue/renew the permit to fly until the flight condition(s) is approved. |
| **10. Applicant name and signature** | To be signed by an authorised representative of the applicant. CAAM will not accept application that is not signed. |