

RF 875 - Application for a Certificate of Airworthiness (C of A)

Part 1 – General Details

Please read the Guidance Notes for the completion of Part 1 overleaf before completion.

1. General Details			
1.1	Current registration		
1.2	JAR allocated registration	ZJ -	
1.3	Operator name		
1.4	Aircraft Manufacturer		
1.5	Aircraft type /designation (see Note 3 below)		
1.6	Aircraft Type Certificate Data Sheet Reference		
1.7	Manufacturer Serial Number (MSN)		
1.8	Aircraft designated role/use (see Note 5 below)		
1.9	Aircraft seating capacity – excluding crew		
1.10	Aircraft Maximum Take-off Mass Authorised (MTMA)		
1.11	Aircraft status (New or Used)		
1.12	Year of aircraft manufacture (used aircraft only)		
1.13	Survey location of aircraft		
1.14	Is the aircraft in storage		
1.15	Name of person/organisation nominated to complete application Part 2 (Technical)		
1.16	Contact details for person / organisation nominated above		
1.17	Nominated organisation or person for in-service technical coordination RF 905 & RF 915		
1.18	Aircraft Export C of A details		
	Exporting State	Export C of A Reference	Export C of A Issue Date

Guidance Notes for the completion of Part 1 of application RF 875

1. If printing, please complete the form in BLOCK CAPITALS using black or dark blue ink.
2. See 1.1 – Current Registration. In the case of a new aircraft or aircraft under construction this may not be applicable to an aircraft under the control of the Production Organisation (or Manufacturer) with its own register.
3. See 1.3 – The rights of ownership may be conferred on an applicant (operator) by the registered owner.
4. See 1.4 type/designation – In some cases the type (e.g. B737 BJ) has an extension which identifies the individual operator by means of a designator which takes the form of an extension to the type number or code.
5. Categories of C of A are in relation to the Type Certification basis of the aircraft (e.g. Large Aeroplane or Normal Category or Large Rotorcraft).
6. See 1.7 – aircraft role/use – Aircraft may not be used for Commercial Air Transport – role/use confined to Corporate or Private use.
7. See 1.15 – person or organisation nominated to complete Part 2 (Technical) – this may be an organisation or person nominated for the purposes of the C of A issue (e.g. the Production Organisation Boeing, Airbus, Cessna and so on). That organisation may not necessarily be the same organisation or person responsible for the continuing in-service management task.
8. When supplying documents please do not send originals, email copies are sufficient to accompany this application. Original documents will be reviewed by the AVISA Surveyor authorised by the Aircraft Registry to recommend the issue of a C of A. Copies of documents as described below must be forwarded to JAR with the application.

For newly constructed aircraft

(a) For EASA Member State aircraft types, a Statement of Conformity (EASA Form 52). An Export C of A if available should also be submitted.

(b) For aircraft constructed outside of the EU, an Export C of A from the country of construction is normally required.

NB – Export C of A will normally only be considered valid if received by the Aircraft Registry within 60 days of the date of issue of the Export C of A.

For Previously Owned aircraft

A statement is required from the competent authority of the State where the aircraft is, or was, registered reflecting the airworthiness status of the aircraft at the time of transfer. Normally this is one of the following options:

(a) An Export C of A issued by the exporting State of Registry. This certificate will normally only be considered valid when issued within a period of 60 days preceding the date of application.

(b) A valid C of A from the (current) State of Registry including a statement signed, within a period of 60 days preceding the date of the application, by the airworthiness authority of the state of registry confirming that having inspected the aircraft and associated records, the aircraft complies with the Type Certificate Data Sheet and is airworthy.

(c) For aircraft in storage without a valid C of A, the applicant must contact JAR since there may be additional work required to establish the airworthiness status of the aircraft.

(d) For aircraft imported from an EASA Member State, a C of A together with the associated 'current' Airworthiness Review Certificate (ARC).

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Part 2 – Technical

Please read the Guidance Notes for the completion of Part 2 at the end of the application form before completion.

1. AIRCRAFT INSPECTION ARRANGEMENTS	
	Country/State of Location for Aircraft Inspection
	Host facility, organisation name
	Address of facility
	Details (Street, Area, Post/Zip Code)
	Additional details for access to Country & Organisation (e.g. Visa, Security Passes)
	CofA issue date required
Details of organisation /person responsible for presenting aircraft for inspection and arranging access	
	Name
	Position
	Organisation
	Telephone
	Email

2. TECHNICAL DETAILS OF AIRCRAFT						
2.1	Engine & Propeller Details					
	Engine Type	Engine Serial Number(s)	Engine Type Certificate	Export C of A State	Export C of A Reference	Export C of A Issue Date
	#1					
	#2					
	#3					
	#4					
	Propeller Type	Propeller Serial Number(s)	Propeller Type Certificate	Export C of A State	Export C of A Reference	Export C of A Issue Date
	#1					
	#2					
	#3					
	#4					
2.2	APU Details					
	APU Type					
	APU Serial No					

3. AIRCRAFT STATUS	
3.1	Changes or modifications to type design standard
3.1.1	Changes/STC requiring Approval by JAR – see Form RF 910 and Note 7 below
	STC Applicant
	Applicant Approval ref Org/Designee
	State of Design
	Brief Description
3.1.2	Changes/STC Embodied – previous – refer to separate report if necessary
	STC Approval Ref
	State of Design
	Brief Description
3.2	Repairs – details of major repairs
	Repair Approval Basis
	Repair Location
3.3	Flight manual / pilot operating handbook / reference details
	Document Reference
	Revision Standard
	Supplements (e.g. STC Supplements) & Changes
3.4	Mandatory requirements & AD status summary
NB: Detailed status reports will be required to be included in the aircraft records	
	Aircraft State of Design AD Status Summary
	Engine State of Design AD Status Summary
	Propeller State of Design AD Status Summary
	Equipment State of Design AD Status Summary
	Life Limited Parts, Airworthiness Limitations Status - report reference
3.5.	Weight and balance report details
	Report Reference
	Date of Issue
	Date last weighed
3.6.	Aircraft Maintenance Programme (AMP)
	AMP Ref
	Last Scheduled check (FH/FC)
	Next Scheduled Check due
	Alignment/Bridging Check Carried out

Guidance Notes for the completion of Part 2 of application RF 875

1. If printing, please complete the form in BLOCK CAPITALS using black or dark blue ink.
2. Applicants should note that unless all Sections of the form are completed accurately and all necessary documents supplied, the Jersey Aircraft Registry (JAR) may not be able to process the application. Please contact the JAR Technical provider – AVISA – for clarification.
3. Propeller details should include the manufacturer, type designation of the propeller (hub), and type designation of the blades. The engine/propeller/blade combination must comply with the Aircraft, Engine, and Propeller Type Certificate Data Sheets or applicable Supplemental Type Certificates (STC's).
4. The Flight Manual or Pilot Operating Handbook applicable document reference number is required and the manual must conform to that detailed on the respective aircraft Type Certificate Data Sheet.
5. If configuration changes (e.g. cabin interior fit or equipment installation changes) are anticipated then the applicant must complete JAR Form RF 910. If there are no changes please state NONE.
6. (a) Details should be given of any major changes or modifications which have been embodied on the aircraft at, or since, original manufacture, including STCs.
(b) Any modifications listed must be supported by documentation defining the modification, demonstrating its approval status and, including any applicable Flight Manual/POH supplements.
(c) If no significant changes have taken place to the original build standard as in (a) please state NONE.