

LIGHT COMMERCIAL AIRCRAFT PERMIT (LCA PERMIT) APPLICATION FORM

Permit Summary – This LCA Permit allows the **registered** operator (CASA) of a nominated light aircraft to operate from Canberra Airport where the light aircraft:

- is used for commercial operations which includes both revenue-generating and not-for-profit activities, such as charter, hire, instruction or training (**commercial purposes**), even if it is also used for recreational purposes; and
- has an MTOW not exceeding 15,000 kilograms.

An operator using a light aircraft for recreational purposes only should apply for a Light Recreational Aircraft Permit (LRA Permit).

What the LCA Permit covers – The LCA Permit covers the cost of all landing and parking charges for the nominated aircraft from the Permit Commencement Date to the Permit Expiry Date (this date being the following 30 June). LCA Permits are issued for a financial year and are valid for a maximum period of 12 months. All LCA Permits expire on 30 June.

In addition to the requirement for an LCA Permit, operators of aircraft used for commercial purposes at Canberra Airport may also be required to enter into a separate business licence with Canberra Airport.

Applying for a permit – To apply for a permit to commence from 1 July, please complete this Application Form and submit by no later than 30 June using the details at the end of this form. New charges and fees for the following financial year will be available on our website from approximately mid-May each year and applications for new and renewal LCA Permits will be accepted from this time.

Permits issued after 1 July for less than 12 months, will be calculated on a pro-rata basis for part of a year and must be for consecutive months (no split periods). The earliest date the Permit can apply from will be the first day of the current month or the first day of any following month – see section 5 (**Permit Commencement Date**). For example, if you apply for a permit on 3 August, the next available Permit Commencement Date will be 1 August – so insert that date in section 5 below.

If you would like the Permit Commencement Date to be a later date than the current month, please insert 1 September, 1 October etc. Please note that Permit Commencement Dates can only be the first day of each month.

Applicable conditions – The conditions relating to the LCA Permit are outlined in this Application Form and the Canberra Airport Conditions of Use. That document is available at canberraairport.com.au

Aircraft with an MTOW in excess of 2,500 kilograms **must** be parked on apron and **not** grass. Note also that you must apply

for an LCA Permit even if your aircraft is parked in an aircraft hangar.

The LCA Permit does not include the cost of motor vehicle parking at Canberra Airport which can be arranged by contacting Canberra Airport Customer Service 02 6275 2226 or CustomerService@canberraairport.com.au

Please complete the following:

Permit Details

1.	Applicant (Permit Holder) Contact Details:	
	Name:	
	Address:	
	Telephone:	
	Email:	
2.	Applicant Billing Details (if different from Contact Details):	
	Name:	
	Address:	
	Telephone:	
	Email:	
3.	Aircraft Details:	
	Registration:	
	Make and Model:	
	MTOW: <i>Note: Verification of Aircraft MTOW may be obtained from regulatory authorities and may be used to calculate actual charges</i>	

4.	Aircraft Parking Requirement: <i>All aircraft with MTOW > 2,500 kg must park on apron</i>	<input type="checkbox"/> Grass <input type="checkbox"/> Apron <input type="checkbox"/> Not required (hangared)
5.	Permit Commencement Date: <i>(please insert relevant year)</i> <i>(please insert the 1st day of the current month or the first day of any following month)</i>	If you are applying for a renewal: 1 July _____ <u>OR</u> If you are applying after 1 July: 1 _____ 20__
6.	Permit Expiry Date:	The next 30 June to occur after the Permit Commencement Date
7.	Proposed commercial purposes:	
8.	Date: <i>(please insert date of lodgement of application):</i>	

Conditions of Issue

In applying for this LCA Permit, the Applicant:

1. acknowledges that an LCA Permit is required for all aircraft engaged in commercial operations which includes both revenue-generating, and not-for-profit activities such as charter, hire, instruction or training (commercial purposes) even if it is also used for recreational purposes.
2. the Applicant is the **registered** operator (CASA).
3. acknowledges that an LCA Permit will not be issued for an aircraft in excess of 15,000kg MTOW.
4. agrees that any use of an LCA Permit for an aircraft in excess of 15,000kg MTOW will result in the immediate cancellation of the LCA Permit.
5. acknowledges that aircraft illegally parked in non-specified areas or without a valid LCA Permit may be impounded at the Applicant's cost.
6. agrees that the Applicant and any pilots and passengers of the nominated aircraft must not access areas outside the specified General Aviation area without the prior written approval of Canberra Airport.
7. acknowledges and agrees that LCA
8. Permits are issued for a nominated aircraft and are non-transferable. Where the nominated aircraft is sold or ownership otherwise transferred, the details for the new owner must be provided to Avdata Australia via email to mail@avdata.com.au within 14 days of the sale or transfer taking effect.
9. acknowledges that this LCA Permit may be surrendered by notice to Canberra Airport. If the Applicant surrenders an LCA Permit more than 6 months prior to the Permit Expiry Date, Canberra Airport may, in its absolute discretion, agree to a pro-rata refund of the fees paid by the Applicant for the LCA Permit. In no circumstances will a refund be provided where the LCA Permit is surrendered less than 6 months prior to the Permit Expiry Date.
10. confirms the Applicant has read, understood and must comply with the Canberra Airport Conditions of Use (in force from time to time).
11. acknowledges and agrees that it will maintain at all times whilst using the Airport, aviation liability insurance as provided for in the Canberra Airport Conditions of Use and will provide as part of this application a certificate of currency evidencing such insurance.

Acceptance

Acceptance by Applicant	
<i>The Applicant accepts the above terms:</i>	
Signed:	_____
Name:	_____
	<i>(print full name)</i>
Position:	_____
	<i>(if Applicant is a company, insert position of person signing eg. director)</i>
Date:	____/____/____

Lodgement of Form

Please sign and submit the completed Application Form together with evidence of insurance (as referred to in clause 10) to:

mail@avdata.com.au

Following processing of the application, we will issue a permit invoice for payment which must be made within 30 days of issue. Any invoice which remains unpaid after this time will result in the LCA Permit being cancelled and charges will retrospectively be applied for all landing and parking charges on an ad hoc landing basis, in accordance with the Canberra Airport Conditions of Use.

Privacy Policy

Some of the information provided in a completed application for an LCA Permit may constitute personal information. Canberra Airport and its contractor, Avdata, collect, use and store this information in accordance with the Canberra Airport Privacy Policy, which is accessible at canberraairport.com.au. If you have a privacy query, you may contact Canberra Airport's Privacy Officer on (02) 6275 2222.