

REPUBLIC OF CYPRUS

File No.....

(Form DCA 201/R3)

MINISTRY OF COMMUNICATIONS & WORKS  
DEPARTMENT OF CIVIL AVIATION

APPLICATION FOR REGISTRATION OF AIRCRAFT

This form, when completed, should be forwarded to the Civil Aviation Department, Nicosia Cyprus and must be accompanied by the appropriate fee.

UNLESS THE FORM IS FULLY COMPLETED AND THE NECESSARY DOCUMENTS ARE PROVIDED THE REGISTRATION OF THE AIRCRAFT WILL BE DELAYED.

1. (a) Designation of Aircraft, Name, Type, Series	
(b) Classification according to table 1 to Annex 7 to the Convention on International Civil Aviation	
(c) Maximum total weight authorized	
(d) Name and address of Constructor	
(e) Aircraft Serial Number-Year of Construction	
(f) Previous Registration Marks and Nationality, if any	
2. Names (s) of person (s) including all forenames or Body Corporate in whose name aircraft is to be registered as the legal owner.	
3. Permanent Private Address of Individual (s) or Business Address of Body Corporate in whose name aircraft is to be registered.	
Telephone number at which applicant can be contacted during normal business hours	.....
4. If the aircraft is to be registered in the name of a Body Corporate state:	
(a) Whether the aircraft is owned wholly by that body?	(a) .....
(b) In What country is its principal place of business?	(b) .....
(c) What is the address of its registered office; and	(c) .....
(d) Company Registration Number and date of Registration	(d) .....

Please turn over

5. Is the person or body names in 2 above (a) the owner of the aircraft or (b) a charterer by demise, i.e. by loan, hire-purchase agreement? (Tick as appropriate)
- ☐ (a) Owner
- ☐ (b) Charterer

If (b) above is applicable, state (i) the name and permanent address of the owner of the aircraft and (ii) the period of the charter

(i) .....

(ii) .....

6. Port and date of entry of aircraft into Cyprus

7. Has import duty and VAT been paid? YES/NO  
(Attach confirmation from the Department of Customs and Excise)

I / We hereby declare that the foregoing particulars and answers are true in every respect, and I / We apply for the aircraft to be registered in Cyprus

Date.....

Signature (s) .....

Position held .....

Company Seal

#### DOCUMENTARY REQUIREMENTS

(a) Evidence of qualification to be owner of aircraft as required under Article 11 of the Civil Aviation Act 2002 as amended.

In the case of bodies corporate applying for the first time, certified copy of:-

- (i) Certificate of Registration of the Company,
- (ii) Memorandum of Association and Articles of Association of the Company,
- (iii) Certificate of composition of the Board of Directors and their nationality. Any subsequent changes of the Board of Directors should be notified.
- (iv) Registered address certificate.
- (v) Certificate showing the names, nationality of the shareholders and numbers of shares owned.

(b) Certificate of ownership or Bill of Sale.

(c) Insurance Certificate against third party and passenger liability as per DCA circular C13/05, as applicable.

(d) De-registration from State of previous registry (if applicable).

(e) If the aircraft is on lease, copy of the lease agreement.

(f) Official statement from the applicant stating the usual base and area of operation of the aircraft.

(g) Noise certificate.

(h) Confirmation from the Department of Customs and Excise that there are no outstanding issues regarding the aircraft (both with Customs and VAT).

(i) Applicable Registration Fee.

#### FOR OFFICE USE

		DATE		DATE
Fee received	CYP£.F.18 No.		Registration Allocated	
Application checked			No. of Certificate	
Satisfactory			Entered in Register	
Unsatisfactory			Comments	