

**LICENCE VERIFICATION FOR UK/JAR LICENCES**

Please complete the form online or in BLOCK CAPITALS using black or dark blue ink after reading the following.

- This form is for use by both Aircraft Engineers and Flight Crew.
- **PAYMENT METHODS:** Please complete form SRG 1187.

1. PERSONAL DETAILS									
CAA Personal reference number (if known)	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>								
Surname .....	Forename(s) .....								
Title .....	Date of birth (dd/mm/yyyy) .....								
Nationality .....	Town ..... and Country ..... of birth								
Permanent address .....									
.....	Postcode .....								
Telephone Number .....	Alternative Telephone Number .....								
E mail address .....	Fax Number .....								
Address for correspondence (if different from above) .....									
.....	Postcode .....								

2. PARTICULARS OF UK LICENCE(S) PRESENTED FOR VALIDATION		
Type/Class/Category of Licence	Licence No.	Expiry Date

3. APPLICANTS CONSENT TO RELEASE INFORMATION. PLEASE COMPLETE SECTION A <u>OR</u> B	
<p>A. AGREEMENT FOR RELEASE OF INFORMATION TO AVIATION AUTHORITY <input type="checkbox"/> Tick if applicable</p> <p>I hereby consent to the disclosure by the UK Civil Aviation Authority (CAA) to the..... Aviation Authority/Administration of details associated with the above UK issued licence(s) as requested by that Authority.</p> <p>Signature ..... Date .....</p>	
<b>OR</b>	
<p>B. AGREEMENT FOR RELEASE OF INFORMATION TO COMPANY/AIRLINE <input type="checkbox"/> Tick if applicable</p> <p>I hereby consent to the disclosure by the UK Civil Aviation Authority (CAA) of details associated with the above UK issued licence(s) to:</p> <p style="margin-left: 40px;">Company Name: .....</p> <p style="margin-left: 40px;">Address: .....</p> <p style="margin-left: 40px;">Email: .....</p> <p>Signature ..... Date .....</p>	

**4. YOUR NEXT STEP.....**

Applicants for licence verification must contact the Authority/Company/Airline to whom the verification is to be made. The Authority/ Company/Airline must ensure a request is submitted to the UK CAA by email to:

[pldverifications@caa.co.uk](mailto:pldverifications@caa.co.uk)

**Please note licence verification cannot be completed without this request, the form and the verification fee.**

**For guidance on the Licence Verification Process please refer to our website [www.caa.co.uk/licence verification](http://www.caa.co.uk/licence%20verification).**

**5. CAA USE ONLY**

Date		Enclosures
Receipt No.		
Cheque/PO/Cash Access/Visa/Maestro		
Date of Issue .....		Despatch/Collection details
Checked by .....		
Loaded by .....		
Limitations .....		Signed by .....

**6. PAYMENT METHODS**

Please complete form SRG 1187.

**7. DECLARATION (tick or delete as appropriate)**

I declare that the information provided on this form is correct.

I agree to receive:

Flight Crew/Engineering Safety material from the CAA only  or

Safety material from authorised sources  or

I do not wish to receive Safety material

I have read the guidance notes in section 4 and confirm that I have contacted the relevant Authority/Company/Airline to advise verification request is made to the UK CAA.

Signature ..... Date .....

**8. SUBMISSION INSTRUCTIONS**

Send your completed application form to:

Civil Aviation Authority, Licensing Section, Aviation House, Gatwick Airport South, West Sussex RH6 0YR,  
United Kingdom

or send by fax on 01293 573996 (+44 1293 573996 outside the UK)

Should you wish to apply for both verification to an Authority and verification to a Company/Airline, an additional verification fee will be required.

**Please note that any delay in submitting this form may lead to a delay in the processing of your Application.**