

Aviation Security Compliance Division  
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E-mail: [AviationSecurityEnquiries@caa.co.uk](mailto:AviationSecurityEnquiries@caa.co.uk)



PLEASE FILL THE FORM IN TYPE FORMAT  
 WHEN COMPLETED, PLEASE RETURN TO THE ABOVE E-MAIL ADDRESS AS SOON AS POSSIBLE

***PLEASE COMPLETE ALL BOXES BELOW***

<b>NAME OF AIR CARRIER</b>			
<b>COUNTRY OF REGISTRATION</b>			
<b>Do any of your aircraft have a MTOW of 10,000kg or over? (Y/N)</b>	<b>Yes</b>	<b>No</b>	
<b>If yes, please state aircraft type &amp; MTOW weight</b>	<b>Type</b>	<b>MTOW</b>	
<b>Do you carry the following:</b>	<b>Passengers (Y/N)</b>	<b>Yes</b>	<b>No</b>
	<b>Cargo (Y/N)</b>	<b>Yes</b>	<b>No</b>
<b>Nature of Operation e.g. Scheduled flight, Ad-Hoc Charter, ACMI /Wet lease</b>			
<b>Date Of Operation</b>			
<b>Please list Airports outside UK you intend to operate from, including the county of registration</b>			
<b>Please list UK Airports you intend to operate from</b>			

## **CONTACT INFORMATION - NOMINATED PERSON TO RECEIVE UK NASP & UK DIRECTIONS**

<b>Salutation: (Mr, Mrs, Miss, Dr etc.)</b>			
<b>Full Name</b>			
<b>Position</b>			
<b>Official Company Address</b>			
<b>Official Personal Company email</b>			
<b>Entity official 24/7 hr Office email</b>			
<b>Entity office Telephone Number</b>			
<b>Mobile /Cell Phone Telephone Number</b>			
<b>Entity 24 Hour Contact Telephone Number</b>			
<b>Signature:</b>		<b>Date:</b>	

AvSec-COM-FRM-009-V3-2025

### **APPLICATION FORM SUBMISSION SERVICE (SUBMIT & PAY)**

**Once you have completed your application form, please save a copy to your device. Click on the button below to submit your application and supporting documentation (if applicable). You will be required to upload a copy of the completed application form as part of the submission.**

The button will direct you to the CAA Customer Portal. The first time you access the CAA Customer Portal you will need to create a user account, there are instructions provided and it only takes a few minutes to register. If you have used the CAA Customer Portal before, please log in to your existing user account.

After receipt of your application, we will contact you using the contact details provided on this form to request payment of the relevant application fee. Please indicate your preferred payment method:

**Email** (you will receive a secure payment link from 'noreply@payments.caa.co.uk')

**SMS** (you will receive a secure payment link from 'CAA PAYMENTS')

Please note: Your application will not be processed until you have submitted it via the CAA Customer Portal and provided the supporting documentation (if applicable).

The charge(s) required will be calculated in accordance with the current CAA Scheme of charges [List of Official Record Series 5 - Scheme of Charges \(caa.co.uk\)](#)

**Important: Please save your completed form before proceeding.**

**Application Form Submission Service**

If you prefer, you can access the service by logging onto the CAA Customer Portal via <https://portal.caa.co.uk> and selecting the Application Form Submission Service.