



TRINIDAD AND TOBAGO CIVIL AVIATION AUTHORITY

P.O. Box 2163, National Mail Centre, Golden Grove Road, Piarcó,
Republic of Trinidad and Tobago.

Tel: (868) 669-4302 | Fax: (868) 669-5397 | email: econreg@caa.gov.tt | website: www.caa.gov.tt

SCHEDULE 1

[Regulation 6 (1)]

APPLICATION FOR INTERNATIONAL COMMERCIAL AIR TRANSPORT LICENCE

To: Director-General of Civil Aviation

1. Applicant (Full Name).....
(If a body corporate, give full particulars and title of applicant)
2. Country in which aircraft are registered.....
3. Name of Local Representative..... Tel..... e-mail.....
4. Registered business address (a) Head Office.....
(b) In Trinidad and Tobago.....
5. Particulars of Route it is desired to operate.....
 - (1) Point of departure (ICAO Code).....
 - (2) Point of final destination (ICAO Code).....
 - (3) Intermediate landing points (ICAO Code).....
 - (4) Behind landing points (ICAO Code).....
 - (5) Beyond landing points (ICAO Code).....
 - (6) Alternate landing points (non-traffic purposes) (ICAO Code).....
6. Period for which the Licence is required.....
7. Type of Service to be provided: Passenger and/or Cargo
8. Type of aircraft to be used and Seating Accommodation (for Passenger service) or MTOW (for Cargo service).....
9. Crew to be carried (number and function).....
10. Annexes:
 - A. Proposed Schedule of Frequencies, with details of intended Time Tables
 - B. Passenger fares (through and intermediate)
 - C. Freight Rates (through and intermediate)
 - D. Airmail Conveyance Rates (through and intermediate)
 - E. Free Baggage Allowance and Excess Baggage Rates
 - F. Total number of aircraft belonging to Applicant (individual types and capacity)
 - G. Total aircrew Personnel on Pay-roll (Pilots and Flight Attendants)
 - H. Details of the Insurance of the Aircraft for the proposed Route
 - I. Business Plan (must detail Operational cost of the route, load factors, breakeven point etc.)
 - J. Financial Information: Cash Flow, Income Statement & Balance Sheet for the past 3 years
 - K. Policies on overbooking, refunds, baggage claims and compensation for delays
11. The following documents must be submitted in English for consideration of this application:
 - (a) Certificate of Airworthiness
 - (b) Certificate of Registration
 - (c) Proof of arrangements to maintain schedule in the event of an aircraft breakdown e.g. The contracting of another operator
 - (d) Air Operators Certificate
 - (e) Complete Security Programme to satisfy TTCAR 08
 - (f) Operations Specifications (showing area of operations)
 - (g) Evidence of satisfactory arrangements for:
 - Maintenance
 - Ground Handling including weight and balance
 - Dangerous Goods

**NOTE: Application must be submitted at least ninety (90) days in advance of intended commencement of operation.
Fees will be charged in accordance with the latest fee structure in effect.**

I hereby agree to all conditions stated in TTCAR No.(17) and certify that the particulars given herein are true to the best of my knowledge and belief.

Date..... Name..... Signature.....



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CONDITIONS

1. Before the application overleaf is considered by the Authority, a national applicant must be the holder of an AOC and Operations Specifications issued by the Authority in accordance with the Civil Aviation [(No. 3) Air Operator Certification and Administration] Regulations, 2004; or
2. A foreign applicant shall not be eligible to apply for this licence.
3. The routes and tariffs specified in the application must be in accordance with the terms and conditions specified by the Authority for Trinidad and Tobago.

Recommendation of Application

To: The Authority

I certify that I have verified to the best of my knowledge the particulars of this application and recommend to the Authority that the Licence:

(1) Be granted.....

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(2) Be granted subject to the following conditions.....

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(3) Not be granted for the following reasons.....

.....

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Date

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Director General of Civil Aviation