



PIARCO INTERNATIONAL NOTAM OFFICE

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TRINIDAD & TOBAGO CIVIL AVIATION AUTHORITY,
P.O. BOX 2163,
NATIONAL MAIL CENTRE, PIARCO
REPUBLIC OF TRINIDAD AND TOBAGO

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REPUBLIC OF TRINIDAD AND TOBAGO

Registration Requirements for Operators Utilising Airspace within the Piarco FIR (TTZP), under Trinidad and Tobago Civil Aviation Authority (TTCAA) Jurisdiction

1. Introduction

- 1.1. Pursuant to Trinidad and Tobago Civil Aviation Regulation No. 17, the Air Navigation Services Provider (ANSP) at the TTCAA is authorized to recover the cost of providing services from carriers operating in airspace under its control.
- 1.2. These charges are calculated in accordance with the standards set out by the International Civil Aviation Organization (ICAO), (Doc 9082, Doc 9562) and Trinidad and Tobago Civil Aviation Regulation No. 13.

2. Procedure

- 2.1. All aircraft operators utilizing airspace under the control of the TTCAA ANSP; and who do not fall under the category of *paragraph 3.1* of this notification, are required to register through the online registration portal using the link below:
<https://aircraftregistry.caa.gov.tt/>
- 2.2. Applicable aircraft operators are required to ensure that the registration process is completed at least twenty-four (24) hours before the Estimated-off-Block-Time (EOBT).

3. Applicability

- 3.1. IATA Clearing House (ICH) Users - Aircraft operators that participate in the ICH for the settlement of air navigation service charges are exempted from the registration requirements outlined in this Circular.
- 3.2. All other aircraft operators shall complete the registration process and ensure that a valid and regularly monitored email address and telephone contact are provided. Upon successful registration, a confirmation notification will be sent by the TTCAA Collections department.



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3.3. The requirement to register includes but is not limited to:

- a) Commercial operators who are not members of IATA
- b) IATA members who do not utilize the ICH facility;
- c) Non-scheduled commercial operators;
- d) Charter operators;
- e) Corporate and business aviation operators; and
- f) General aviation operators.

4. Further Information

4.1. For clarification or additional information, please contact:

TTCAA Email Contact

aircraftregistry@caa.gov.tt

or

Telephone contact

(868) 668-8222 Ext. 2141, 2140 or 2174 (Mon – Fri, 1200 UTC – 2000 UTC)

5. Confidentiality Notice

5.1. All information collected by the Online Aircraft Registry (*"the Registry"*) is solely intended for the use of the Trinidad and Tobago Civil Aviation Authority (*"the TTCAA"*) and/or its subsidiaries for the provision of air navigation services and regulatory functions. Information provided to the TTCAA by an operator in respect of this Registry shall be treated with full confidence and shall not be used for any other purpose than stated herein. The TTCAA will not share the operator's information with any third party for any purpose whatsoever, except where the disclosure is required in compliance with any applicable laws or any agreement between Trinidad and Tobago and the state of registration, or where the operator has given prior consent.

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