



**Isle of Man**  
Government  
*Reilrys Ellan Vannin*

## ISLE OF MAN AIRCRAFT REGISTRY

Hamilton House, Peel Road, Douglas, Isle of Man, IM1 5EP British Isles

Telephone: +44 (0)1624 682358 Fax: +44 (0)1624 682355

Email: [aircraft@gov.im](mailto:aircraft@gov.im)

Web: [www.iomaircraftregistry.com](http://www.iomaircraftregistry.com)

**Ofcom**  
OFFICE OF COMMUNICATIONS

# Application for Aircraft Radio Licence

**Please read the Guidance Notes overleaf before completing this form.**

Please complete the form electronically or in block capitals using black or dark blue ink.

### 1. LICENSEE DETAILS

Customer number: (if known)

Company / Authority / Individual in whose name licence required:

Name:

Address:

Post Code:

Telephone No:  Fax No:

Address for correspondence: (if different from above)

Contact Name:

Email:

Telephone No:  Fax No:

### 2. AIRCRAFT RADIO LICENCE

Aircraft Registration:

Make and Model of Aircraft:

#### Take-off Weight of Aircraft:

Tier Code 1 14,000kg and over

Tier Code 2 3,201 kg – 13,999 kg

Tier Code 3 3,200 kg and below

#### Type of Aircraft:

Fixed Wing:

Rotary:

### 3. LICENCE DURATION (see Guidance Notes, Section 5)

If you require a licence for anything less than 12 months please indicate the duration you require:

Duration:

#### 4. DECLARATION

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

Name:

Date:

Signature:

It is an offence to make, with intent to deceive, any false representations for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. Persons doing so render themselves liable, on summary conviction, to a fine not exceeding the statutory maximum (currently £5000, or in Northern Ireland £2000) and on conviction on indictment to an unlimited fine or imprisonment for a term not exceeding two years or both.

#### 5. PAYMENT METHODS

Fees Chargeable from 13<sup>th</sup> June 2005:

Aircraft	Annual Fee	Monthly Fee
Tier Code 1 Aircraft with an approved maximum take-off weight of more than 14,000 kg	£350	£30
Tier Code 2 Aircraft with an approved maximum take-off weight of more than 3,200 kg but not more than 14,000 kg	£150	£20
Tier Code 3 Aircraft with an approved maximum take-off weight of not more than 3,200 kg	£20	N/A

I am paying by (Please tick appropriate box)

MASTERCARD  MAESTRO  VISA  CHEQUE  POSTAL ORDER  SOLO  VISA DELTA

#### Cheques MUST be made payable to CIVIL AVIATION AUTHORITY

If paying by credit or debit card please complete the following. (Block letters)

Card holder's name: (in full)

Amount: £

Card Number:

Expiry Date:  /  Card issue number: (Maestro only)

Issue Date:  /  Last three digits of the Security Code:   
(On signature strip of the credit card)

Address and telephone of Card Holder:

Due to the high bank charges for credit card transactions the maximum fee we are able to accept by credit card payment is £1000.

Future Renewal Payments:

For future renewal payments you have the option of automatic payment made by Direct Debit Instruction with your bank or building society. Paying by direct debit means that your licence will be renewed automatically. If you wish to pay by this method for future renewals please tick the box below and we will send out a direct debit mandate form.

I wish to renew my licence by Direct Debit:

#### 6. SUBMISSION INSTRUCTIONS

Send your completed application form to:

**Radio Licensing Section, Directorate of Airspace Policy, CAA House, K6 G6,  
45-59 Kingsway, London, WC2B 6TE**

**Telephone: 020 7453 6555**

**Fax: 020 7453 6556**

**E-mail: [radio.licensing@dap.caa.co.uk](mailto:radio.licensing@dap.caa.co.uk)**

# **APPLICATION FOR AIRCRAFT RADIO LICENCE**

## **Guidance Notes**

### **Section 1 General Guidance**

- 1) The UK Civil Aviation Authority has been appointed as agent to distribute aeronautical radio licences on behalf of Ofcom. These include licences relating to aircraft on the Isle of Man Aircraft Registry.
- 2) Please note that your application form will be returned to you if you do not supply all the necessary information and or the correct licence fee.
- 3) Data Protection Act: Any personal information, which you supply, is kept by the Civil Aviation Authority on behalf of Ofcom, for the purpose of issuing Aeronautical Radio Licences and associated functions. It is not passed to other organisations unless this is made explicit when you supply it or it is a legal requirement.

### **Section 2 Type of Licence**

- An Aircraft Licence covers permanently installed transmitting aeronautical radio equipment on a declared Aircraft. The use of approved hand portable aeronautical VHF equipment and emergency transmitting devices such as ELT's and PLB's is also covered.

### **Section 3 Aircraft Radio Licence (Unregistered Aircraft)**

- You must give details of the equipment to be used on the aircraft (including portable equipment) so that it can be confirmed that the equipment has been approved.

### **Section 4 Aircraft Radio Licence (Isle of Man Registered Aircraft)**

- This licence covers the permanent installation of any transmitting aeronautical radio equipment and the use of hand portable aeronautical VHF equipment on an Isle of Man registered aircraft.
- The Air Navigation (Isle of Man) Order 2007 requires that radio equipment and its method of installation into an Isle of Man registered aircraft be Isle of Man Aircraft Registry approved. The licence will be issued to cover the equipment you have had approved and recorded by the Isle of Man Aircraft Registry. You should therefore ensure that any changes to the installation are notified to the Isle of Man Aircraft Registry to provide for continued validity or the re-issue of the licence where appropriate. (Your maintenance provider will be able to assist if unsure.)

### **Section 5 Licence Duration**

- Short term aircraft radio licences are available to cover aircraft in licence fee tiers 1 and 2 where the licence is not required for a full year. The licence will run from the date of the application and cannot be applied for in advance. The minimum period available is one month up to a maximum of 11 months. The fee is calculated on the basis of 1/12 of the annual fee per month. However the minimum fee that can be charged for this licence variation is £20, therefore it is not available for tier 3 Aircraft.