



**REPUBLIC of SAN MARINO**  
**CIVIL AVIATION AUTHORITY**

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*APPLICATION FOR THE RENEWAL OF A CERTIFICATE OF AIRWORTHINESS  
FOR 12 OR 24 MONTHS*

A vertical line in the margin indicates an amendment to the previous version.

1. DETAILS OF AIRCRAFT			
Registration Mark:	T7-		
Manufacturer's Designation of Aircraft:			
Serial Number:			
Manufacturer of Aircraft:			
Date of Manufacture:			
Type Certificate Data Sheet (TCDS) to which the aircraft conforms:			
Airframe Hours:		Cycles:	
Current C of A No.:		Current C of A Expiry:	
2. DETAILS OF THE AIRCRAFT OPERATOR			
Name:			
Address:			
3. DETAILS OF NOMINATED AIRWORTHINESS COORDINATOR / POSTHOLDER FOR CONTINUING AIRWORTHINESS (See notes 4 and 5)			
Name:			
Telephone No.:		Email:	
4. DETAILS OF AIRCRAFT INSPECTION (See notes 6 and 8)			
<b>4a. Details of Aircraft Records and Documents Inspection</b>			
Please select one of the following two options:			
<input type="checkbox"/> <b>Request for records and documents desktop inspection:</b>			
<b>Note 1:</b> If you choose this option, refer to CAP 08 for the documentation that must be submitted to the Inspector in electronic format.			
<b>Note 2:</b> Documentation should be submitted at least 7 days prior to the scheduled aircraft physical inspection.			
<b>Note 3:</b> The San Marino CAA reserve the rights to deny desktop inspections.			
<input type="checkbox"/> <b>Request for records and documents during on-site inspection:</b>			
<b>Note 1:</b> If you choose this option, please complete the following fields of Section 4a.			
Date and location of aircraft records and documents inspection:	Date:		
	Location:		

Host Organisation where the aircraft records and documents will be inspected:		
Details of person presenting the aircraft records and documents for inspection:	Name:	
	Telephone No.:	
	Email:	
If the details of the aircraft physical inspection are the same as 4a above, tick the box <input type="checkbox"/> If different, proceed to complete 4b:		
<b>4b. Details of Aircraft Physical inspection</b>		
Date and location of physical aircraft inspection:	Date:	
	Location:	
Host Organisation where the aircraft will be physically inspected:		
Details of person presenting the aircraft for physical inspection:	Name:	
	Telephone No.:	
	Email:	
<b>5. MODIFICATIONS EMBODIED</b>		
List below all modifications embodied on the Aircraft, its Engine(s) or Propeller(s), including changes to any required equipment, since the previous C of A issue or renewal inspection, including the applicable Approval reference number. If none state NONE.		
(Continue on a separate sheet if necessary)		
<b>6. CERTIFICATE OF AIRWORTHINESS PERIOD OF VALIDITY</b> <i>(See note 9)</i>		
I hereby request a Certificate of Airworthiness valid for a period of:		
<input type="checkbox"/> 12 months	Applicable only for those aircraft operated privately under CAR OPS 2A, CAR OPS 2H or a RPA operating under CAR OPS 4, or aircraft operated commercially under an ICAO Article 83bis agreement, or CAR OPS 1, CAR OPS 3 (Commercial Air Transport).	
<input type="checkbox"/> 24 months	Applicable for those aircraft operated privately under CAR OPS 2A & CAR OPS 2H equipped with one or more turbine engine(s), or a RPA operating under CAR OPS 4, a copy of the contract with an acceptable continuing airworthiness management organisation valid for at least 12 months, must be supplied.	
<input type="checkbox"/> 24 months	Applicable for CAR OPS 1 and CAR OPS 3 (Commercial Air Transport) aircraft where the operator has gained the additional approval to their Operator's Maintenance System Approval for Airworthiness Reviews (Ref: Appendix 1 to OPS 1.890).	

**7. APPLICANTS DECLARATION**

I hereby declare that to the best of my knowledge the particulars given on this application are true in every respect.

I agree to pay all charges in connection with this application in accordance with the current Scheme of Fees on behalf of the aircraft owner/operator.

Date:		Position:	
Name of Applicant:		Signature of Applicant:	

*Note: Refer also to Guidance Notes overleaf.*

## Guidance Notes for the Completion of this Application

1. An application for renewal of a Certificate of Airworthiness (C of A) can be submitted up to 60 days prior to the expiration date without loss of validity or periodicity.
2. Applicants should note that unless all Sections of the form are completed accurately and all necessary documents supplied, the CAA may not be able to process the application. In this event, the applicant will be notified accordingly, and the application held until all the required information is supplied.
3. The application must be signed by the aircraft owner, the owner's authorised representative or the operator's representative.
4. For privately operated aircraft operated under CAR OPS 2A or CAR OPS 2H, if the Nominated Airworthiness Coordinator is different to that previously nominated to the CAA, then a Form SM 64 should be completed and accompany this form.
5. It is strongly recommended that the Nominated Airworthiness Coordinator or Postholder for Continuing Airworthiness is present during the CAA inspection of the aircraft and its records. Questions arise during the inspection that they are best placed to answer, and unnecessary delays can therefore be avoided.
6. If the inspection of the aircraft and its records are to be done in a different location, the inspection of the aircraft records must be accomplished prior to the aircraft physical inspection. When the aircraft was flown or the aircraft configuration has changed since the documents have been provided for the review, all work reports and ATL's issued/completed after that date, must be presented during the aircraft inspection.
7. The inspection of the records will be inspected from the last time the aircraft was inspected for the issue or renewal of the C of A. The applicant must refer the relevant CAP 08 for further guidance on documents required to be onsite.
8. If the inspection of the aircraft and its records demonstrate that a C of A cannot be issued due to findings, non-compliances or the aircraft is not in a condition for safe operation, the CAA may require the aircraft and records to be re-inspected prior to the issuance of the C of A.
9. A Certificate of Airworthiness will be valid for a maximum period of;
  - (1) 12 months for an aircraft operating in accordance with CAR OPS 1 and CAR OPS 3; or
  - (2) 12 months for an aircraft operating under a foreign AOC; or
  - (3) 12 months for aeroplanes operating in accordance with CAR OPS 2A, or helicopters operating in accordance with CAR OPS 2H and not having a turbine engine(s) installed; or
  - (4) 24 months for aerial work aircraft operating under CAR OPS 2A/H, or
  - (5) 24 months for an aeroplane operating under CAR OPS 2A or a helicopter operating in accordance with CAR OPS 2H and having one or more turbine engine(s) installed; or
  - (6) 24 months for an aircraft operating under CAR OPS 4 or
  - (7) 24 months for an aircraft operating in accordance with CAR OPS 1 and CAR OPS 3.
10. For privately operated aircraft under CAR OPS 2A, Part II, CAR OPS 2H, or a RPA operating under CAR OPS 4 the C of A will normally be valid for a period of 12 months from the date of issue unless satisfactory maintenance arrangements are made for the management of continuing airworthiness, which in such cases, the C of A may be valid for a period of 24 months.

Satisfactory maintenance arrangements are considered to be a suitable contract with an approved continuing airworthiness management organisation from the following Authorities as defined on CAP 02 para 20:

- (1) EASA Part M Subpart G, as approved by an EASA Member State;
- (2) CAR M Subpart G, as approved by the UAE GCAA;
- (3) CAR OPS 1 or CAR OPS 3 Maintenance System Approval, as approved by the San Marino CAA;
- (4) OTAR Part 39 Subpart E Continuing Airworthiness Management as approved by the Civil Aviation Authority of the Cayman Islands (CAACI);
- (5) OTAR Part 39 Subpart E Continuing Airworthiness Management as approved by the Bermuda Civil Aviation Authority (BCAA);
- (6) UK CAA Part M Subpart G / Part CAMO, as approved by the UK CAA.

Such contracts must be for a minimum of twelve months duration and up to date, signed, copies provided to the CAA at the time of the aircraft inspection. Copies of the contracts do not have to include the financial details.

In case the operator has an in-house CAMO, a contract is not required.

11. For commercially operated aircraft under CAR OPS 1 and CAR OPS 3 the C of A will normally be valid for a period of 12 months from the date of issue unless the AOC holder has gained the additional approval to their Operator's Maintenance System Approval for Airworthiness Reviews. Refer to CAR OPS 1.890 and Appendix 1 to OPS 1.890 or CAR OPS 3.890 and Appendix 1 to OPS 3.890 (as applicable).