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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| KCAA/ATD/FM/04  **APPLICATION FOR OPERATING AUTHORIZATION** | | | | | | | | | | | | | | | | | |
| *The form should be accompanied with an application fee of USD 1,500 for new applicants and USD 500 for renewal Only* | | | | | | | | | | | | | | | | | |
| **1** | **Name of Applicant** | | | | |  | | | | | | | | | | | |
| **2** | **State of Incorporation** | | | | |  | | | | | | | | | | | |
| **3** | **Principal place of business** | | | | |  | | | | | | | | | | | |
| **4** | **Physical Address** | | | | |  | | | | | | | | | | | |
| **5** | **Correspondence Address** | | | | | **Postal Address** | | |  | | | | | | | | |
| **Telephone** | | |  | | | | | | | | |
| **Email** | | |  | | | | | | | | |
| **6** | **Shareholder(s):**  *(Provide an attachment in the format below for each shareholder with 10% or more of the issued shares. If the shareholder is a company, provide the shareholders in the same format)* | | | | | | | | | | | | | | | | |
| **Name** | | | | | **Citizenship** | | | | | | | | **Shares** | | | |
|  | | | | |  | | | | | | | |  | | | |
|  | | | | |  | | | | | | | |  | | | |
| **Authorized Share Capital** | | | **Total number of shares** | | | | **Shares issued** | | | | | | | **Value of each share** | | |
|  | | |  | | | |  | | | | | | |  | | |
| **7** | **ROUTE(S) AND TYPE(S) OF SERVICE TO BE OPERATED** | | | | | | | | | | | | | | | | |
| **a) International scheduled air service for:** | | | | | □ Pax □ Cargo □ Mail | | | | | | | | | | | |
| **b) Operation base(s)** | | | | |  | | | | | | | | | | | |
| **c) Route(s) schedule:** *(Provide an attachment in the format below)* | | | | | | | | | | | | | | | | |
| Origin | | Destination | | Day(s) of operation | | | Frequency | | | | | Effective Date | | | |
|  | |  | |  | | |  | | | | |  | | | |
|  | |  | |  | | |  | | | | |  | | | |
| **d)Intermediate point(s)** | | |  | | | | | | | | | | | | |
| **e) Beyond point(s)** | | |  | | | | | | | | | | | | |
| **f) Aircraft to be used** *(Provide an attachment in the format below)* | | | | | | | | | | | | | | | | |
| Aircraft type | Aircraft registration | | | | Owned/Dry leased | | Passenger capacity | | | | Cargo capacity | | | | State of registration |
|  |  | | | |  | |  | | | |  | | | |  |
|  |  | | | |  | |  | | | |  | | | |  |
| **g) Wet Leased Aircraft** *(Provide an attachment in the format below)* | | | | | | | | | | | | | | | |
| Aircraft type | Aircraft registration | | | | Name of Lessor | | Passenger capacity | | | | Cargo capacity | | | | State of registration |
|  |  | | | |  | |  | | | |  | | | |  |
|  |  | | | |  | |  | | | |  | | | |  |
| **8** | **Personnel employed by the airline in Kenya and their nationality:** *(Provide an attachment in the format below)* | | | | | | | | | | | | | | | |
| Personnel | | | | | Number | | | | | | | | | | |
| Position held | | | | | Kenyans | | | | | Non-Kenyans | | | | | |
|  | | | | |  | | | | |  | | | | | |
|  | | | | |  | | | | |  | | | | | |
| Total | | | | |  | | | | |  | | | | | |
| **9** | **Airline representative/Agent in Kenya** | | | | | | | | | | | | | | | |
| *Name …………………………………………………………………………………….*  *Physical Address ……………………………………………………………………………………*  *Postal Address …………………………………………………………………………………..*  *Email …………………………………………………………………………………..*  *Office Telephone ………………………………………………………………………………….*  *Mobile Phone …………………………………………………………………………………..* | | | | | | | | | | | | | | | |
| *Declaration:*  I, the undersigned, hereby apply for the grant of an Operating Authorization and I declare that, to the best of my knowledge and belief, the statements given in this application are true and that the particulars entered on this application are accurate.  I understand that the Authority may require additional information that may be considered necessary for determining this application and may refuse to proceed with this application if the information is not provided to its satisfaction. | | | | | | | | | | | | | | | | | | |
| Name of Authorised Representative: | | |  | | | | Position in Company: | | |  | | | | | | | | |
| Signature: | | |  | | | | | | | | | | | | | | | |
| Date: | | |  | | | | Company Stamp/Seal: | | |  | | | | | | | | |

**Appendix:**

|  |  |
| --- | --- |
| **Documents to be attached** | |
| 1 | Letter of acceptance of designation |
| 2 | Certificate of incorporation or certificate of registration for the company |
| 3 | Air operator certificate and the operations specifications |
| 4 | Air operator certificate and operations specifications of the lessor for wet-leased aircraft |
| 5 | Certificate(s) of registration for aircraft |
| 6 | Insurance policy documents for the aircraft |
| 7 | Certificate(s) of airworthiness including airworthiness review certificate |
| 8 | Noise certificate for each aircraft |
| 9 | Radio station licence for each aircraft |
| 10 | Shareholder details as per Part 6 |
| 11 | Route schedule and list of aircraft as per Part 7 |
| 12 | Personnel details as per Part 8 |
| 13 | Audited financial statements for the financial year preceding the application |
| 14 | Operations statistics for the preceding 12 months |
| 15 | Route schedule as per the BASA |