



*Civil Aviation Authority of Singapore*

## APPLICATION FORM FOR HOISTING OF HELIUM BALLOON IN SINGAPORE

This form may take you 5 minutes to fill in.

You will need the following information to fill in the form:

- A plan showing the location where the balloon/s will be hoisted.

To: Air Navigation Services Section  
Operations Division  
Civil Aviation Authority of Singapore  
P.O. Box 1  
Singapore 918141  
Fax: 6545 6516

(To be completed by applicant)

<b>Name</b> (Mr / Mrs / Ms / Mdm) :	<b>Contact No</b> :
<b>Designation</b> :	<b>Fax No</b> :
<b>Name and Address of Company</b> :	
<b>Purpose of Hoisting</b> :	
<b>Date of Hoisting</b> :	
From _____ to _____	
<b>Venue of Hoisting</b> (a location plan indicating exact venue should be attached) :	
<b>Maximum Height of Hoisted Balloon(s) Above Ground Level</b> :	
<b>Number of Balloon(s) Hoisted</b> :	<b>Size of Balloon(s) Hoisted</b> :

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## NOTES ON BALLOON HOISTING IN SINGAPORE

1. The application form for hoisting of helium balloon in Singapore should be duly completed and submitted to the Civil Aviation Authority of Singapore at least 7 working days prior to the start date of the hoisting.
2. A location map indicating the exact venue of balloon hoisting should be attached with the application form.
3. Under the Singapore Air Navigation Order, a captive balloon shall not be flown within 5 kilometres of an airport. Outside 5 kilometres of the airport, a captive balloon shall not be flown at a height of more than 200 feet above the ground level.
4. The maximum size of the hoisted balloon in any linear dimension should not exceed 3 metres.
5. The applicant shall take adequate measures to securely tether the balloon and prevent the hoisted balloon from being intentionally released by vandals. However, should the balloon be inadvertently released, the applicant shall immediately notify the Duty Watch Manager of the Singapore Air Traffic Control Centre at Tel: 65412698 or 65412668, providing information such as the number of balloon(s) released, the shape, size and colour of the balloon(s), the location of release, etc.
6. The applicant is also required to consult and obtain the necessary clearance from the following authorities:

Ops Control Group Air Operations Department HQ RSAF 303 Gombak Drive #03-23 Singapore 669645 Attn: CPT Chua Bee Khim Tel: 6768 3706 Fax: 6760 5521	Advertisement Licensing Section Building Plan and Management Division Building and Construction Authority 5 Maxwell Road Singapore 069110 Attn: Mr Rajesh Nainani Tel: 6325 7360 Fax: 6325 7526
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7. For further enquiries, please contact Mr Bala at Tel: 6541 2434 or Ms Kina at Tel: 6541 2435.