

# APPLICATION FORM



Civil Aviation Authority of Singapore  
Republic of Singapore

## FOR GRANT, EXTENSION OR RENEWAL OF A SAR SECTION 7 AIRCRAFT MAINTENANCE ENGINEER'S LICENCE AND AIRCRAFT RADIO OPERATOR'S APPROVAL

AME Licence :  Initial Grant       Extension       Renewal  
 AROA :  Issue       Renewal  
 (Tick  as appropriate)

<b>For official use only</b> Reference ID  
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Please complete the form in BLOCK LETTERS.

This form will take about 5 mins if you have the required information
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### Instructions

- All applications for the initial grant or extension of an AME licence or AROA approval must be made in person.
- All fees must be paid at the point of application. Payment may be made by VISA, Mastercard or by cheque. Cheques must be made payable to "Civil Aviation Authority of Singapore".
- For the initial grant of an AME licence, please produce the following documents : (1) NRIC or passport to verify your identity (2) applicable schedule of work (3) result slips of all applicable CAAS examinations (4) one recent passport-sized photographs. You may be interviewed for the issuance of a licence.
- Applications for renewals should be at least 1 month, but not more than 3 months, before the AME licence or AROA expiry date.
- An expired AME licence will not normally be renewed unless the holder had not exercised the privileges of the licence. A statement of this effect from the employer must be produced to support the application.
- An applicant seeking a conversion of a foreign licence must submit the original licence and a photocopy of the same licence together with this application.

### Part I – Particulars

Full name as in NRIC or passport (please underline surname) * Mr/Mrs/Mdm/Miss		
Residential Address	Sex (male/female)	NRIC/Passport Number
	Place and Country of Birth (for grant only)	Date of Birth (d/m/y) (for grant only)
	Nationality	Residential Telephone No
Current CAAS licence number (if applicable)	E-mail address	Mobile Phone No.
Name of Employer	Department	Title/Designation
Licence Category	Licence Expiry Date (d/m/y)	Issuing Authority:

\*Delete where inapplicable

### Part IIA – For Initial Grant and Extension of Licence only

Category	Aircraft, engine, or radio group rating
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### Part IIB – For Issue and Renewal of AROA

I require an aircraft radio operator's approval to communicate with the relevant authority for the purpose of :  <input type="checkbox"/> Testing radio equipment <input type="checkbox"/> Moving aircraft on ground <input type="checkbox"/> Aircraft compass swing <input type="checkbox"/> Other business (please state) _____ <input type="checkbox"/> Engine ground runs
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**Part III – Experience (only for AME licence initial grant, renewal or extension)**

- For the initial grant of a licence or the conversion of a foreign licence furnish all experience in the aviation industry to date. (See SAR Section 7 for details).
- For the extension or renewal of a licence furnish only experience since last application for extension or renewal.

Aircraft Engine or Radio System	Work Details	Period (month / year)	Signature & Designation of Supervisor

**Part IV – Declaration**

I hereby declare that the particulars given on both sides of this form are true in every respect and that I am fully conversant with the Singapore Air Navigation Order, relevant Singapore Airworthiness Requirements, relevant Airworthiness Notices, relevant Advisory Circulars and current procedures. I have not committed or have been charged with any drug offences.

**Any false representations for the purpose of procuring the grant, extension or renewal of a licence will be subject to a fine not exceeding \$5,000 or imprisonment for a term of one year or both.**

\_\_\_\_\_ Date

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

**Part V – For official use only**

Recommended for Grant / Extension / Renewal from \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_ Airworthiness Officer

Fee Payable : AME Licence initial grant / renewal - \$132.00  
 AME Licence extension - \$66.00  
 AROA issue / renewal - \$14.00

Date (Day / Month / Year) :

Cheque No :

Signature of A/FO Officer :