

## Application for Variation of Certificate of Registration due to Change other than Changing the Aircraft Registered Owner

### Personal Information Collection Statement

The personal data provided to the AACM are intended only for the processing of the application. For the purpose of complying with legal obligations, the personal data provided by the applicant may be transferred to other competent entities. The applicant may request, in writing, access and rectification of personal data.

### 1. Application

1.1. Contact person for this application	Name:	Position:
	Telephone:	Email:
1.2. Change(s)	<input type="checkbox"/> Aircraft ownership	<input type="checkbox"/> Name of the actual aircraft owner
	<input type="checkbox"/> Name of the registered owner	<input type="checkbox"/> Address of the actual aircraft owner
	<input type="checkbox"/> Address of the registered owner	<input type="checkbox"/> Expiry date of the demise charter
1.3. Effective date of the change(s)		
1.4. Application	<input type="checkbox"/> New application	
	<input type="checkbox"/> Revised application superseding the one submitted on..... (date and ref. no.)	

### 2. Aircraft information

2.1. Aircraft registration mark	B - M		
2.2. Aircraft	Manufacturer	Type/model	Serial number
2.3. Maximum take-off mass (in kg):			

### 3. Registration particulars (after the change becomes effective)

3.1. Name of registered owner (applicant)	
3.2. Address of registered owner (applicant)	
3.3. Qualification of registered owner	<input type="checkbox"/> The Government of Macao
	<input type="checkbox"/> Resident of Macao with Macao Resident Identity Card no.: .....
	<input type="checkbox"/> Company incorporated in Macao with Macao commercial registration no.: .....
3.4. Status of the registered owner	<input type="checkbox"/> Owner of the aircraft
	Date of acquisition of ownership: .....
	<input type="checkbox"/> Charterer by demise in accordance with paragraph 4 (5) of the ANRM
	Commencement date of charter: .....
	Duration of charter: .....
	Expiry date of charter: .....
	Remarks:

3. Registration particulars (after the change becomes effective)		
3.5. Name of aircraft owner		
3.6. Address of aircraft owner		

4. Required document		
		Remark
A. <input type="checkbox"/>	Delegation document	
B. <input type="checkbox"/>	Authenticated copy of Macao SAR Resident Identity Card of the prospective registered owner ( <i>required only for aircraft to be registered in the name of a resident of Macao</i> )	
C. <input type="checkbox"/>	Proof of address of the applicant ( <i>required only for aircraft to be registered in the name of a resident of Macao</i> )	
D. <input type="checkbox"/>	Authenticated copy of the legal document attesting the aircraft ownership/chartering	

5. Declaration by the applicant	
<p>I hereby declare that I am eligible to make this application in accordance with Airworthiness Procedure No. AP3.</p> <p>I have verified and confirmed that the information provided in this application form including all attachments is correct and complete.</p> <p>I further declare that all information herein and documents submitted with this application are true in every respect.</p>	
Name:	Signature:
Position:	
Company:	
Address:	
Date signed:	

**Form AW/APP/009**  
**Application for Variation of Certificate of Registration due to Change other than Changing the Aircraft Registered Owner**

**Completion Instructions**

The original completed application form shall be sent to:

The President  
Civil Aviation Authority  
Alameda Dr. Carlos D'Assumpção, 336-342  
Edifício Cheng Feng Commercial Centre, 18° andar  
Macau, CHINA

The use of this form is to enable the AACM to process applications without undue delay. This section provides instructions and guidance necessary to complete this application form.

**IMPORTANT**

- A covering letter on the applicant's company letterhead shall always accompany the application form.
- Complete all fields in a clear legible way.
- Do not enter ambiguous information such as "to be determined" or "TBD" in any field. Application form with ambiguous information will be rejected.
- For those fields that are not applicable to this application, enter 'N/A' and the reason of not applicable. Do not leave any field blank. Incomplete application form will not be accepted.

Field #	Completion Instructions
1.1	Enter the name and contact information of the person whom the AACM can contact regarding this application.
1.2	Check all the applicable box(es).
1.3	Enter the effective date of change(s).
1.4	Indicate whether the application is a new one or a revised one. If this is a revised application, enter the date of the previously submitted application form. Any changes to the application shall be made with a revised application form. Highlight the change(s).
2.1 – 2.3	Self-explanatory.
3.1	For aircraft to be registered in the name of a Macao resident, the name shall be identical to the one shown on the Macao SAR Resident Identity Card. For aircraft to be registered in the name of a Macao company, the name shall be identical to the one shown on the Macao commercial registration information.
3.2	For aircraft to be registered in the name of a Macao resident, the address shall be identical to the one shown on the proof of address. For aircraft to be registered in the name of a Macao company, the address shall be identical to the one shown on the Macao commercial registration information.
3.3 – 3.4	Self-explanatory.
3.5 – 3.6	Enter the name and address of every person who is entitled as owner to a legal interest in the aircraft or a share therein. Add extra pages if necessary.
4	Check the appropriate box for applicable document. For document which is not applicable, leave the checkbox blank and enter "N/A" and the reason of not applicable in the "Remark" column.  For Document C, AACM accepts the documents below issued within 3 months from the date of application, which bear the issuing date and name of issuing organisation as a valid proof of address. The relevant documents must also bear the applicant's name and principal residential address (name and address printed on the document must be identical to those given in the application form):

Field #	Completion Instructions
	<ul style="list-style-type: none"> <li>▪ bills or invoices issued by public bodies (e.g. utility bills for water, electricity services);</li> <li>▪ correspondence from government departments or the Judiciary;</li> <li>▪ statements or correspondence issued by banks or insurance companies;</li> <li>▪ bills of landline telephone, mobile phone, paid television or internet services;</li> </ul> <p>Authentication of legal document attesting the aircraft ownership/chartering may be done by the AACM by presenting the original document, pursuant to Article 27 of Decree-Law no. 5/98/M dated 2 February, or by a notary under the terms of the Code of Notary.</p> <p>If the document has previously been submitted, check the appropriate box and enter “Already submitted on <i>[the date of submission]</i>” in the “Remark” column. <u>Do not submit the same document again.</u></p> <p>For document which is not available at the time of completing this form, enter the target submission date in the “Remark” column.</p>
5	<p>This field shall be completed by the eligible applicant as specified in AP3.</p> <p>In case of the application is made by a delegate of the eligible applicant, proper delegation document such as power of attorney or delegation letter by the eligible applicant as required by AP3 shall be enclosed with the application.</p>