

Application for a pilot licence for aeroplanes (A) or helicopters (H) and balloons (B)



PO Box 4, 2280 AA Rijswijk (ZH), NL
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1 Explanation

- 1.1 Use this form for the application of the first issue of a pilot licence or a (type) rating or certificate, an extension, revalidation, renewal of a (type) rating or a re-issue of a licence document.
- 1.2 A fixed fee will be charged for processing the applications listed under 1.1. You will receive an invoice for the fee owed. If payment is made by means of crediting a Kiwa Register account, then the holder of the current account must complete and sign section 8 of this form.
- 1.3 Please send the application to Kiwa Register at the address given above.

- 1.4 Kiwa Register maintains the right to request original logbooks at any time in order to verify the flight hours.
- 1.5 After your application has been correctly submitted and paid in full, processing will take approximately 15 working days to complete.
- 1.6 Incomplete or incorrectly completed forms (including not submitting the required documents) will not be processed.
- 1.7 For additional information please visit our website: www.kiwaregister.nl.

2 Particulars of applicant

2.1 Name	
2.2 Given name(s)	
2.3 Correspondence number/BSN	
2.4 Date and place of birth	
2.5 Nationality	
2.6 Address	
2.7 Postal code and place of residence	
2.8 Correspondence address	
2.9 Postal code and place of residence	
2.10 Telephone number(s)	Private <input type="checkbox"/> Office <input type="checkbox"/>
	Mobile <input type="checkbox"/> Fax <input type="checkbox"/>
2.11 E-mail address	

3 Application type

3.1 Select your application type	<input type="checkbox"/> First issue of the pilot licence (continue from section 4) <input type="checkbox"/> Issue of a (class/type) rating or instructor's certificate in a pilot licence (continue from section 5) <input type="checkbox"/> Revalidation of a (class/type) rating (continue from section 5) <input type="checkbox"/> Renewal of a (class/type) rating (continue from section 5) <input type="checkbox"/> Re-issue of a licence document (if the back of the document no longer has any space for extension / renewal, following loss of theft, or if the document has reached its expiry date) (continue from section 4)
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4 Type of pilot licence

4.1 Select the one type of pilot licence you are applying for	<input type="checkbox"/> National Pilot Licence <input type="checkbox"/> Recreational Pilot Licence (RPL)	<input type="checkbox"/> Part-FCL <input type="checkbox"/> Commercial Pilot Licence (CPL) <input type="checkbox"/> Airline Transport Pilot Licence (ATPL) <input type="checkbox"/> Private Pilot Licence (PPL) <input type="checkbox"/> Multi Pilot Licence (MPL) <input type="checkbox"/> Balloon Pilot Licence (BPL) <input type="checkbox"/> Light Aircraft Pilot Licence (LAPL)
	<input type="checkbox"/> Aeroplanes (A) <input type="checkbox"/> Helicopters (H)	<input type="checkbox"/> Balloons (B)
4.2 Select the category of aircraft you are requesting a pilot licence for		

5.1 Instrument rating (IR)	Select which rating you are applying for	
	<input type="checkbox"/> For aeroplanes (IR(A))	<input type="checkbox"/> Restricted to multi engine operations (ME)
	<input type="checkbox"/> For helicopters (IR(H))	<input type="checkbox"/> Restricted to single engine operations (SE)
5.2 Instrument rating (IR) based upon a Competency Based course (IR(A)-CB)	<input type="checkbox"/> Restricted to multi engine operations (ME)	<input type="checkbox"/> Restricted to single engine operations (SE)
5.3 Enroute Instrument rating (EIR(A))	<input type="checkbox"/> Restricted to multi engine operations (ME)	<input type="checkbox"/> Restricted to single engine operations (SE)
5.4 Radio-Telephony (RT)	<input type="checkbox"/> For VFR flights only	<input type="checkbox"/> For both VFR and IFR flights
5.5 Language Proficiency Endorsement (LPE) (English)	<input type="checkbox"/> Level 4 <input type="checkbox"/> Level 5	<input type="checkbox"/> Level 6
5.6 Class rating(s)	<input type="checkbox"/> SEP (land) <input type="checkbox"/> SEP (sea)	<input type="checkbox"/> MEP (land) <input type="checkbox"/> MEP (sea)
	<input type="checkbox"/> Touring motor glider (TMG)	<input type="checkbox"/> Micro light aeroplanes (MLA) (Annex II)
	<input type="checkbox"/> Single engine turbine (SET) Type: _____	
5.7 Class/groups BPL	<input type="checkbox"/> Hot-air balloons <input type="checkbox"/> Gas balloons	<input type="checkbox"/> Mixed Balloons <input type="checkbox"/> Hot-air airships
5.8 Extra privileges BPL	<input type="checkbox"/> Hot-air balloons group A	<input type="checkbox"/> Hot-air balloons group B
	<input type="checkbox"/> Hot-air balloons group C	<input type="checkbox"/> Hot-air balloons group D
	<input type="checkbox"/> Commercial operating rating	<input type="checkbox"/> Tethered hot-air balloon flight rating
5.9 Type rating(s)	Type: _____	
	<input type="checkbox"/> Restricted to multi-pilot operations (MP)	
	<input type="checkbox"/> Restricted to single pilot operations (SP)	
	Type Annex II: _____	
5.10 Night Qualification	<input type="checkbox"/> Night (A) <input type="checkbox"/> Night (H)	<input type="checkbox"/> Night (B)
5.11 Aerobatic	<input type="checkbox"/> Aerobatic (A)	
5.12 Banner/sailplane towing	<input type="checkbox"/> Banner towing (A)	<input type="checkbox"/> Banner towing (TMG)
	<input type="checkbox"/> Sailplane towing (A)	<input type="checkbox"/> Sailplane towing (TMG)
5.13 Mountain rating	<input type="checkbox"/> Mountain rating (A)	
5.14 Flight Test Rating	<input type="checkbox"/> Flight Test Rating (A)	<input type="checkbox"/> Flight Test Rating (H)
	<input type="checkbox"/> Category 1	<input type="checkbox"/> Category 1
	<input type="checkbox"/> Category 2	<input type="checkbox"/> Category 2
5.15 Crop Spray Rating	<input type="checkbox"/> Crop Spray Rating	
5.16 Instructor's certificate	<input type="checkbox"/> Aeroplanes (A) <input type="checkbox"/> Helicopters (H)	
	Part-FCL	
	<input type="checkbox"/> FI <input type="checkbox"/> MCCI <input type="checkbox"/> IRI <input type="checkbox"/> STI	
	<input type="checkbox"/> CRI <input type="checkbox"/> FTI <input type="checkbox"/> TRI <input type="checkbox"/> MI <input type="checkbox"/> SFI	
	Rating: _____	
	National	
	<input type="checkbox"/> RFI	
	Rating: _____	
	Extension of	
	<input type="checkbox"/> FI <input type="checkbox"/> MCCI <input type="checkbox"/> IRI <input type="checkbox"/> STI <input type="checkbox"/> CRI	
	<input type="checkbox"/> RFI <input type="checkbox"/> TRI <input type="checkbox"/> FTI <input type="checkbox"/> SFI <input type="checkbox"/> MI	
	Required extension: _____	

Obligatory documents

- In order to assess your application, Kiwa Register requires you to attach the following documents (if relevant) to the application form. Select the documents that accompany your application.
- 6.1 Pilot licence, ratings and certificates issued on the basis of EU legislation and regulations (Part-FCL)
- Copy of your medical certificate
 - Copy of your passport or other valid proof of identity (obligatory for the first issue of a pilot licence)
 - Copy of the course completion form issued to you by the ATO/flight school (obligatory for the first issue of a pilot licence, rating and instructor's certificate)
 - Copy of the refresher training course certificate proving successful completion of flight training issued to you by the ATO (obligatory for the renewal of class/type rating)
 - Copy of the base check certificate (starts and landings) and a copy of the pilot licence of the instructor who assessed the base check (obligatory for the issue of MPA type ratings (not with ZFTT))
 - Copy of the MCC certificate (for the first issue of a multi pilot type rating)
 - Copy of the official recognition of the foreign ATO (obligatory if the training/refresher course took place in another EU country)
 - Copy of the examiner's pilot licence and examiner accreditation certificate (obligatory if your practical flight test examiner was certified in another EU country)
- 6.2 Pilot licence, ratings and certificates issued on the basis of Dutch national legislation and regulations
- First issue of an RPL licence, RFI class rating or Annex II aircraft and for the extension/renewal of a class rating or Annex II aircraft and the renewal of the licence document
- Copy of your medical certificate
 - Copy of your passport or other valid proof of identity (obligatory for the first issue of a pilot licence)
 - Copy/copies of the relevant page(s) from your logbook stating your name and signed off by you (with the flight hour totals of the last two pages) and a copy of the page listing the overland/triangular flight (obligatory for the first issue of a pilot licence)
 - Copy of the course completion form issued to you by the ATO/flight school (obligatory for the first issue of a pilot licence, rating and instructor's certificate)
 - Practical tests
- 6.3 LPE or RT
- Copy of your medical certificate
 - Copy of the results of the language proficiency endorsement (LPE) and/or, in case of RT, a copy of the certificate of proficiency
 - Copy of the authorisation of the foreign organisation to hold (EU) language examinations if you obtained your language proficiency endorsement under the responsibility of another EU member state
- 6.4 Granted exemption
- Copy of the exemption decision

Payment and correspondence

- Fixed fees are charged for processing applications and issuing pilot licences. The respective amounts are listed at www.kiwaregister.nl
- 7.1 Payment method
- Pay by invoice
 - Current account of the ATO/flight school (fill in sections 8.4 and 8.5 on this form)
- 7.2 Correspondence
- Correspondence related to this application and pilot licence/rating can be sent to the postal address of the ATO/flight school (fill in sections 8.4 and 8.5 on this form)

Express Service

- 8.1 The Express Service offers you the issue of the required product on the third working day after receipt of a correct and complete application (including payment) at the latest
- There are costs attached to the Express Service. For more information visit www.kiwaregister.nl.**
All products for aircrew personnel can be applied for in Express Service. Send your application for the Express Service by e-mail to express.service.luchtvaart@kiwa.nl.
- Terms and conditions
The product application must include all the required supplementary documents and these must be correct and valid. The Express Service will only begin once payment for both the product and the Express Service has been received. You can pay:
1. via bank transfer (payment is deemed received as soon as we have confirmation that the payment has been credited to our bank account)
 2. at the Kiwa Register counter by appointment (payment is deemed received as soon as the debit card payment has been successfully completed)
- 8.2 Apply for the Express Service
- I will make use of the Express Service
- 8.3 Receive product
- Standard post (not included in the three working days delivery)
 - Pick up at the Kiwa Register counter

9

Signature

9.1 Declaration

By signing this form, I declare as an applicant for a National Pilot Licence that all the information has been entered truthfully and in full.

By signing this form, I declare as an applicant for an EU Pilot Licence that all the information has been entered truthfully and in full, and that pursuant to AMC1 ARA.GEN.315(a):

- 1. I do not possess a pilot licence, rating, permit, authorisation or certificate with the same purpose and the same category issued in another (EU) country
- 2. I have not applied for a pilot licence, rating, permit, authorisation or certificate with the same purpose and the same category in another (EU) country
- 3. I have never possessed a pilot licence, rating, permit, authorisation or attest with the same purpose and in the same category issued in another (EU) country that has been suspended
- 4. I am aware that any incorrect information in or accompanying the application form can result in rejection of the application

9.2 Location and date

9.3 Applicant's signature

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Signature ATO

10.1 Location and date

10.2 Name of contact at the ATO/flight school

10.3 Signature of the contact at the ATO/flight school

10.4 Stamp of ATO/flight school

Only fill in if the ATO handles the payment and/or correspondance.

- I hereby declare as an employer that my candidate has authorized me to apply for this document on his/her behalf and do everything necessary to issue this document to me employer.