



**REPUBLIC of SAN MARINO  
CIVIL AVIATION AUTHORITY**

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*APPLICATION FOR REGISTRATION OF AIRCRAFT*

A vertical line in the margin indicates an amendment to the previous version.

<b>1. DETAILS OF AIRCRAFT</b>			
Registration Mark:	Previous:	Allocated:	T7-
Manufacturer of Aircraft:			
Manufacturer's Designation of Aircraft:			
Serial No.:			
<b>2. DETAILS OF THE AIRCRAFT OWNER(s) (See notes 2 – 3)</b>			
<i>For more than 1 aircraft transaction, refer to notes 4 and 8, as applicable.</i>			
<b>a. If the aircraft is to be registered under a company, state:</b>			
Name of Company:			
Registered Address:			
Country of Incorporation:	Registration No.:		
Contact Name:	Email:		
Telephone No.:	Fax No.:		
<b>b. If the aircraft is to be registered under an individual, state:</b>			
Name of Individual:			
Permanent Address:			
Nationality:			
Contact Name:	Email:		
Telephone No.:	Fax No.:		
<b>c. Correspondence address if different to 2a or 2b above, state: (See note 5)</b>			
Correspondence address:			
Contact Name:	Email:		
Telephone No.:	Fax No.:		
<b>3. DETAILS OF THE AIRCRAFT OPERATOR (See note 6)</b>			
Name:			
Address:			
Contact Name:	Email:		
Telephone No.:	Fax No.:		

<b>4. DETAILS OF OPERATION</b>			
Type of Operation:			
<input type="checkbox"/> CAR OPS 1	Commercial Air Transportation - Aeroplanes (San Marino Air Operator Certificate)		
<input type="checkbox"/> CAR OPS 2A	General Aviation Operations - Aeroplanes (Private, Corporate, Aerial Work)		
<input type="checkbox"/> CAR OPS 2H	General Aviation Operations - Helicopters (Private, Corporate, Aerial Work)		
<input type="checkbox"/> CAR OPS 3	Commercial Air Transportation - Helicopters (San Marino Air Operator Certificate)		
<input type="checkbox"/> CAR OPS 4	Remotely Piloted Aircraft System (RPAS) (San Marino Operator Certificate)		
<input type="checkbox"/> ICAO 83bis Agreement	Commercial Air Transportation – Aircraft (Foreign Air Operator Certificate)		
Is the aircraft under a Storage Programme:	<input type="checkbox"/> No <input type="checkbox"/> Yes, state location:		
Aircraft home base ( <i>See note 7</i> ):			
<b>5. APPLICANTS DECLARATION</b>			
<p>I the undersigned, aware that anyone who forges or alters certificates, licenses and registration marks is subject to the penalties in force in the Republic of San Marino pursuant to Article 60 paragraph 2 of Law no. 125, hereby declare that the particulars given on this application are true in every respect and I apply for the aircraft to be registered in San Marino.</p> <p>I hereby declare that I am not, at today date, included on any list of individuals or entities designated for the purpose of trade or financial sanctions or embargoes imposed under the laws of the European Union, United States or imposed by the Security Council of the United Nations.</p> <p>I agree to pay all charges in connection with this application and ongoing charges in accordance with the current Scheme of Fees.”</p>			
Date:		Position held:	
Name of Applicant:		Signature of Applicant:	

## Guidance Notes for the Completion of this Application

1. This application must be signed by the aircraft owner, if an individual, company director or authorised representative holding a power of attorney.
2. A foreign individual or company of another State shall be qualified to hold ownership of an aircraft registered in San Marino after electing domicile with a representative residing or legally established in San Marino, who is responsible for direct communication and notifications with the CAA.
3. If the aircraft is owned by more than one individual or company, please indicate the full names and addresses of all sharing ownership of the aircraft using a separate sheet.
4. The CAA will check for all aircraft transactions, so if there is more than one bill of sale all must be sent.
5. The registered address given will be used on the Certificate of Registration. The correspondence address, if different from the registered address, will be used for the distribution of safety related information.
6. Aircraft operator:
  - (a) **Commercial Air Transport** means an organization or enterprise engaged in or offering to engage in an aircraft operation. This can be the aircraft owner or a subcontracted operations organisation.
  - (b) **General Aviation/Private/RPAS** means the person or entity, not being an air carrier, who has continual effective disposal of the use or operation of the aircraft. The natural or legal person in whose name the aircraft is registered shall be presumed to be the operator, unless that person can prove that another person is the operator, or the person who at the relevant time has the management of the aircraft or exercises operational control of the aircraft.
7. Home base: Location where aircraft spends most of its time, if different from the operator's address.
8. For a Change of Owner of an aircraft registered in San Marino involving more than 1 aircraft transaction, Appendix 1 is required to be completed by the Final Buyer and submitted with supporting documentation.



## APPENDIX 1 TO FORM SM 01

This Appendix is to be completed only for a Change of Owner of an aircraft registered in San Marino involving more than 1 aircraft transaction.

1. DETAILS OF ALL AIRCRAFT TRANSACTIONS	
a. Details of the 1 <sup>st</sup> transaction:	
Name of Company Seller:	
Name of Company Buyer:	
b. Details of 2 <sup>nd</sup> transaction:	
Name of Company Seller:	
Name of Company Buyer:	
c. Details of 3 <sup>rd</sup> transaction, if any:	
Name of Company Seller:	
Name of Company Buyer:	
d. Details of 4 <sup>th</sup> transaction, if any:	
Name of Company Seller:	
Name of Company Buyer:	

### Guidance Notes to Appendix 1

1. The CAA will check for all aircraft transactions, so if there is more than one bill of sale all must be sent with this Appendix.
2. The CAA will verify the intermediary Seller's signature on the bill of sale; therefore, the following two options can be followed:
  - (a) Have the intermediary Seller's signature on the bill of sale duly notarized, with the notary authenticating the signatory and confirming the signatory is empowered to execute the bill of sale on behalf of the company.

Find below a sample of an acceptable statement of notarization of the signature to be used by a notary:

*"On this [DATE], before me the undersigned, a Notary Public in [LOCATION], personally appeared [Mr./Ms.][NAME OF THE REPRESENTATIVE], [TITLE] of [COMPANY NAME], to me known to be the identical person who executed the foregoing instrument and acknowledged to me that [he/she] executed the same as [his/her] free and voluntary act and deed on behalf of [COMPANY NAME], for the uses and purposes set forth therein. I further attest and certify that I personally know [Mr./Ms.][NAME OF THE REPRESENTATIVE], to be the [TITLE] of [COMPANY NAME], that [he/she] is fully empowered to execute the foregoing [DECLARATION/APPLICATION FORM] in [his/her] capacity as [TITLE] of [COMPANY NAME], and that [he/she] is fully authorized to bind [COMPANY NAME] to the provisions of this [DECLARATION/APPLICATION]."*

*Given of my hand and seal on the day and year last above written*

*[Notary Public]*

### **OR**

- (b) If the intermediary Seller's signature on the bill of sale is not notarized, then provide the following documentation:
  - i. For intermediary Company Seller:
    - a. Certificate of Incorporation or equivalent document,
    - b. List of company directors (not older than 6 months at the time of the change of owner under San Marino) released by a competent authority. A Certificate of Good standing or Certificate of Incumbency, not older than 6 months, can also be acceptable as long as it shows the company directors.
  - ii. For intermediary individual Seller:
    - a. a copy of their passport will be required.
  - iii. Power of Attorney, if the person signing the bill of sale is a representative of the intermediary Seller.