REPUBLIC of SAN MARINO
CIVIL AVIATION AUTHORITY

TEL: +378 (0549) 941539| FAX: +378 (0549) 970525| EMAIL: registration@smar.aero

APPLICATION FOR REGISTRATION/ AMENDMENT/ CANCELLATION OF A MORTGAGE
(In accordance with art. 41 of Law n.125 of 29th July 2014)

☐ **Registration** ☐ **Cancellation** ☐ **Amendment**

1. AIRCRAFT DETAILS		
Registration Mark:		
Manufacturer's Designation of Aircraft:		
Serial Number:		
2. MORTGAGE AGREEMENT DETAILS *(Applicable for Mortgage initial Registration only)*		
Details of the Mortgagee:	Name:	
	Address:	
	Company Registration No:	
	Telephone No:	
	Email:	
Details of the Mortgagor:	Name:	
	Address:	
	Company Registration No:	
Description of any store of spare parts for that aircraft to which the mortgage extends: (The description of the store of spare parts must include an indication of their character and approximate number and the place or places where they are stored must be given.)		
The sum secured by the mortgage: (numbers and letters)		
Date of Mortgage:		
3. APPLICANT'S DECLARATION *(See guidance notes overleaf)*		

REPUBLIC of SAN MARINO
CIVIL AVIATION AUTHORITY

☐	I hereby apply for the mortgage, particulars of which are given above, to be **entered** in the CAA SMR Aircraft Registry
☐	I hereby apply for the **cancellation** of the registered mortgage, under registration number:
☐	I hereby apply for the **amendment** of the registered mortgage, under registration number: , which should be amended as follows:

Date:		Position:	
Name of Applicant:		Signature of Applicant:	

Guidance Notes for the Registration of a Mortgage

1. This form is the document, which is recorded within the CAA SMR Register of Aircrafts and therefore should reflect exactly the same details as described within the mortgage agreement.

2. This form must be completed and signed by the Mortgagee.

3. This form should be accompanied by the mortgage agreement with the requested formalities (notarization of signature and apostille) and appropriate fee. In order to proceed with the Mortgage registration, a scan copy of mortgage agreement duly notarized is required. Then our CAA allows 60 days from the date of the mortgage registration to send via courier to SMR CAA office the original mortgage agreement already notarized also apostilled, with attached also original Form SM 81.
   Find below an example of an acceptable statement of notarization of the signature by a notary, we highly suggest you to use such draft if possible:

   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 FORM].

   Given of my hand and seal on the day and year last above written [Notary Public]

4. The description of the mortgaged property may, if necessary, be continued on a separate sheet, which shall be signed by the applicant.

5. Where two or more aircraft are the subject of a single mortgage or one aircraft is the subject of two or more mortgages, a separate application shall be submitted for each aircraft or each mortgage.

6. If the application is acceptable, the CAA SMR shall proceed to the relevant registration and shall notify the parties thereof.

REPUBLIC of SAN MARINO
CIVIL AVIATION AUTHORITY

Guidance Notes for the Cancellation of a Registered Mortgage

1. This form must be completed and signed by the Mortgagee.

2. This form should be accompanied by the document that gives rise to the cancellation of the mortgage with the requested formalities (notarization of signature and apostille) and appropriate fee. In order to proceed with the Mortgage cancellation, a scan copy of the consent and release duly notarized is required. Then our CAA allows 60 days from the date of the mortgage cancellation to send via courier to SMR CAA office the original consent and release already notarized also apostilled, with attached also original Form SM 81 (and CAR IDERA Annex 4 _ Revocation, if applicable).
   Find below an example of an acceptable statement of notarization of the signature by a notary, we highly suggest you to use such draft if possible:

   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 FORM].

   Given of my hand and seal on the day and year last above written [Notary Public]

3. If the application is acceptable, the CAA SMR shall proceed to the relevant cancellation and shall notify the parties thereof.

Guidance Notes for the Amendment of a Registered Mortgage

1. This form must be completed and signed by the Mortgagee.

2. This form should be accompanied by the amended mortgage with the requested formalities (notarization of signature and apostille) and appropriate fee. In order to proceed with the Mortgage amendment, a scan copy of the amended mortgage duly notarized is required. Then our CAA allows 60 days from the date of the mortgage amendment to send via courier to SMR CAA office the original amended mortgage already notarized also apostilled, with attached also original Form SM 81.
   Find below an example of an acceptable statement of notarization of the signature by a notary, we highly suggest you to use such draft if possible:

   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 FORM].

   Given of my hand and seal on the day and year last above written [Notary Public]

3. If the Mortgage amendment covers more than one aircraft a separate entry should be made against each aircraft.

4. If the application is acceptable, the CAA SMR shall proceed to the relevant change and shall notify the parties thereof.