



Application for Hong Kong Parts Manufacturer Approval (HPMA)

1. Applicant			
1.1 Applicant's Reference <i>(if applicable)</i>			
1.2 Company Name			
1.3 Address <i>(registered business & postal address, if different)</i>			
1.4 Contact Person			
1.5 Telephone			
1.6 Fax			
1.7 E-mail			
2. Part Identification			
2.1 Part Description			
2.2 HPMA Part Number			
2.3 OEM Part Number			
2.4 HPMA Drawing No.			
2.5 OEM Drawing No.			
2.6 Installation Eligibility			
3. Means of Compliance			
Select one of the following boxes:			Substantiation Data:
3.1	<input type="checkbox"/>	Identity by Showing Evidence of a Licensing Agreement	
3.2	<input type="checkbox"/>	Identity Without a Licensing Agreement	
3.3	<input type="checkbox"/>	Test and Computation	
3.4	<input type="checkbox"/>	Supplemental Type Certificate (STC)	

4. Production Information		
4.1 Fabrication Inspection System		
4.2 Production Address		
5. Additional information		
6. Fees information		
Applicants for Hong Kong Parts Manufacturer Approval will be charged in accordance with Hong Kong Air Navigation (Fees) Regulations (CAP. 448 sub. Leg. D). See Supplement for details.		
In the case of withdrawal of the application, or other cases of interruption, CAD will recover the working hours already spent, up to an amount equal to the maximum approval fee. CAD will also recover, if applicable, the corresponding travel costs outside Hong Kong.		
7. Financial information		
CAD will only be able to return prepaid deposit to the applicant after deducting all expenditure being used in the investigation if the FINANCIAL INFORMATION in this section is duly provided.		
7.1 Financial Contact <i>(if applicable)</i>		
7.2 Complete Address		
7.3 Telephone		
7.4 Fax		
7.5 E-mail		
9. Applicant's declaration		
I confirm that the information contained herein is correct and complete. I agree to pay the fees levied by the Hong Kong SAR Government in respect of the issuance of a HPMA.		
10. Signature		
Date	Name of Chief Executive or Authorised Representative	Signature

This Application, together with :

- payment of deposit for the application fee, as per § 6
- draft HPMA supplement
- Drawings per § 2.4
- fabrication inspection system per § 4.1

should be sent to:

Civil Aviation Department
Flight Standards and Airworthiness Division
10/F Commercial Building, Airport Freight Forwarding Centre
2 Chun Wan Road, Lantau
Hong Kong

Supplement - Information to be entered into application for HPMA form:

The use of this form is required to enable CAD to process applications without undue delay. The individual fields of the application form may be varied in size to allow entry of all required information.

Field 1.1: enter your reference (optional)

Field 1.2: enter the name of the legal entity making the application

Field 1.3: enter complete registered business address and add postal address if different

Field 1.4-1.7: enter name, telephone, fax and e-mail of contact person for this application

Field 2.1: give a brief description of the part

Field 2.2: assign an unique part number

Field 2.3: enter the original OEM part number

Field 2.4: enter the master drawing list that defines the part. Reference HKAR 21.303(c)3.

Field 2.5: enter the original OEM drawing number (optional)

Field 2.6: identify the product on which the part is to be installed by make and model, series, and serial numbers if necessary. Reference HKAR 21.303(c)1.

Field 3.1-3.4: Check one the four boxes as appropriate and enter substantiation data reference number(s). Reference HKAR 21.303(c)4.

Field 4.1: enter the document reference number and revision level of the fabrication inspection system. Reference HKAR 21.303(h).

Field 4.2: enter the production address if different from Field 1.3. Reference HKAR 21.303(c)2.

Field 5: enter any additional information if applicable (optional)

Field 6: a deposit of HK\$266,800 is required for each application. Payment may be made by:

1. crossed cheque payable to **“The Government of the Hong Kong Special Administrative Region”**;
2. bank draft in Hong Kong Dollars (HK\$) in favour of **“The Government of the Hong**

Kong Special Administrative Region” and drawn on bank located in Hong Kong; or

3. wire transfer. If your handling bank in Hong Kong is not the **Hongkong & Shanghai Banking Corp. Ltd.**, please also include a sum of HK\$150 (approximately equivalent to USD20), being bank’s handling charges, to avoid any underpayment due to the deduction made by your appointed bank in Hong Kong. The Bank Account details are as follows:-

Bank’s Name : The Hongkong and Shanghai Banking Corp. Ltd.

Bank’s Address : No. 1 Queen’s Road Central, Hong Kong

Swift Code : HSBC – HKHH – HKH

Bank Account No. : 002-268126-008

Bank Account Holder : The Government of the Hong Kong Special
Administrative Region Treasury No. 1 Collection
Account

(Attn: Civil Aviation Department)

Payment Details : **Please Quote Your Application**

Field 7.1-7.5: enter name, address, telephone, fax and e-mail of financial contact for this application