



HKAR-66 Aircraft Maintenance Licence

For Official Use
Date Received:
Cheque/BD No.:
Receipt No.:

Application for Renewal of HKAR-66 Aircraft Maintenance Licence

- Note:
1. The following information is collected for the purpose of HKAR-66 Aircraft Maintenance Licensing. It will not be disclosed to other person(s) without the consent of the applicant.
 2. Please use separate sheet if the space provided is insufficient.
 3. Please provide copy of your HKID Card (**both sides**) or Passport.

Personal Information : (In Block Letters)	HK CAD Licence No : _____
Title: Mr./Mrs./Miss/Ms.^ Surname : _____	
Given Name: _____	Nationality : _____
Date of Birth: (dd/mm/yyyy) _____	HK ID Card/Passport^ No. : _____
Residential Address : _____	
_____	Phone : _____ Fax : _____
Postal Address : (If differs from above) _____	
_____	Email : _____

Application for renewal :
I hereby apply for renewal of my licence.
Licence Number : _____ Expiry Date : (dd/mm/yyyy) _____

The following declaration is applicable for lapsed licence holder :
I declare that I have not exercised the privileges of the licence held by me or made any certifications under the HKAR-145 authorisation, which is issued on the basis of this licence, after the expiry date of this licence.
Signature of Applicant : _____
<i>Note: For licence holder who is working for a HKAR-145 Approved Maintenance Organisation, CAD requires a separate declaration from the Quality Department of the organisation to indicate that the applicant has not made any certification under the HKAR-145 authorisation since the expiry date of the applicant's licence.</i>

Payment Detail :
I enclosed Cheque /Bank Draft for HK\$ _____ made payable to "The Government of the Hong Kong Special Administrative Region", and crossed "A/C Payee Only".
Cheque Number : _____

Present Employment Details :

Company : _____

Address : _____

Phone : _____

Position and details of experience : *(Please specify nature of experience and type of aircraft with engine in last two years)*

Period : *(From / To)*

Reference :

Note: The person signing as referee should be a senior person in the Quality Department of an approved maintenance organisation. He/She should verify and sign all copies of the supporting documents as "Certified True Copy", and have taken sufficient measures to ensure the authenticity of the submitted Record of Experience in DCA 35B or CAD approved log book.

Referee's declaration :

I confirm that the details contained in this application to the best of my knowledge are true in every respect and the documents supporting it certified as true copies.

I understand that it is an offence to make, with intent to deceive, any false representation for the purpose of procuring the grant, extension, renewal, variation or conversion of any licence.

Name : _____ Signature : _____

Position : _____ Email : _____

Name of Company : _____ Phone: _____

HKAR-145 Approval Number : _____ Date: (dd/mm/yyyy) _____

Declaration and Signature :

I declare that the details I have given on this form are true and accurate to the best of my knowledge and belief. I understand that it is an offence to make, with intent to deceive, any false representation for the purpose of procuring the grant, extension, renewal, variation or conversion of any licence.

I understand that the personal data provided by means of this form will be used by Civil Aviation Department to exercise the powers and carry out the duties under CAP. 448C and any information as contained therein this form and my Aircraft Maintenance licences and certificates may be disclosed to Government bureaux and departments for any other legitimate purpose as may be required, authorised or permitted by law and to aviation authorities of other Contracting States of the International Civil Aviation Organization for verification and validation purpose.

Date : (dd/mm/yyyy) _____ Signature of Applicant : _____

Submission of Application :

All completed original applications can be submitted either in person or by an agent to

Personnel Licensing Office
Flight Standards and Airworthiness Division
Civil Aviation Department Headquarters
1 Tung Fai Road
Hong Kong International Airport
Lantau, Hong Kong

Personal Data Collection Statement

1. Purposes of Collection

The personal data provided by means of this form, including all the supporting documents included in the application, will be used by Civil Aviation Department for the following purposes:

- a. Processing of your application in this form;
- b. Carrying out relevant provisions of the Civil Aviation Ordinance (Chapter 448) and its subsidiary Orders / Regulations;
- c. Assisting in the enforcement of any other Ordinances and Regulations by other Government Bureaux and Departments;
- d. For communication purposes between Civil Aviation Department and yourself;
- e. For validation and verification of authenticity of your supporting documents in association with the application;
- f. For statistics and research purposes on the condition that the resulting statistics or results will not be made available in a form which will identify the data subjects.

It is obligatory for you to supply the personal data as required in this form. If you fail to supply the required data, we may not be able to process your application.

2. Classes of Transferees

The personal data you provided by means of this form may be disclosed to:

- a. Other Government Bureaux and Departments for the purposes mentioned in paragraph 1 above;
- b. Other Contracting States of the International Civil Aviation Organisation and Civil Aviation Authorities for the purpose mentioned in paragraph 1 above;
- c. Other organisations or agencies for execution of their duties as required by Civil Aviation Department.

3. Access to Personal Data

You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.

4. Enquiries

Enquiries concerning the personal data collected by means of this form, including the making of access and correction, should be addressed to :

Personnel Licensing Office
Flight Standards and Airworthiness Division
Civil Aviation Department Headquarters
1 Tung Fai Road
Hong Kong International Airport
Lantau, Hong Kong

(Attn.: Personnel Licensing Officer)

Anti-bribery Reminder

Anyone, while having dealings of any kind with the Civil Aviation Department (CAD), should not offer advantage to the CAD officers, or else he may commit an offence under section 4(1) and/or section 8 of the Prevention of Bribery Ordinance (Chapter 201 of Laws of Hong Kong), and be liable to a maximum penalty of a fine of \$500,000 and imprisonment for 7 years.