

APPLICATION FORM FOR AN AIRCRAFT RADIO STATION LICENCE MCA/F/11-0575/R.2

Introduction

1. With regard to radiocommunications equipment, the Electronic Communications (Regulation) Act (Chapter 399 of the Laws of Malta)¹ provides that an individual licence is only required for the installation or use of equipment, unless the equipment is licence exempt or is regulated by a general authorisation. Non-compliance with this requirement is a breach of the said Act.
2. An Aircraft Station Licence is an international document which must be kept current at all times and any discrepancies in the document will render the Licence invalid. The original Aircraft Station Licence should be kept on-board the aircraft at all times and be available for production to appropriate authorities if required.
3. The licence charges for radiocommunications apparatus comprised in an aircraft radio station are set out in paragraph 1(a) of the Fees leviable by Government Departments Regulations². Please refer to Annex 1 for further information.
4. All fees paid in respect of radiocommunications licences are not refundable whether by the Malta Communications Authority (MCA) and / or by the Government or any other public entity however so described as may be duly authorised to collect such fees.
5. In the case of any fees paid in advance where such fees are subsequently revised whether downwards or upwards:
 - a. the MCA, the Government or any other entity duly authorised at law to collect such fees, shall not be required to refund any such fees paid in excess to them; and
 - b. no claim may be made against the licensee for payment of the difference in the amount of any such fees as may subsequently have been increased.
6. Licensees shall ensure that users of the radiocommunications apparatus hold a valid Flight Radiotelephony Operator's licence issued by the competent authorities.
7. Duly completed applications must be sent to the Malta Communications Authority (MCA) at the address indicated in this form. Incomplete applications will be returned to the applicant.
8. Any proposed or necessary changes to be effected to the system described in this application must be notified to the MCA with immediate effect.
9. Applicants may include any additional details in separate attachments.
10. In processing this application the MCA may have to liaise with Transport Malta and in doing so, the details of the applicant and scope of application may be disclosed.
11. The MCA shall act in accordance with the Data Protection Act (Cap. 440)³ when making use of any personal information that may be provided.

WARNING to all applicants – Any false statement, misinterpretation or concealment of material fact on this form or on any document presented in support of this application may be grounds for criminal prosecution.

¹ <http://www.justiceservices.gov.mt/DownloadDocument.aspx?app=lom&itemid=8866>

² <http://www.justiceservices.gov.mt/DownloadDocument.aspx?app=lom&itemid=9065&l=1>

³ <http://www.justiceservices.gov.mt/DownloadDocument.aspx?app=lom&itemid=8906&l=1>

Part A : Licensee Details

A.1 General Information

Name:

Surname:

ID Card (in the case of Maltese nationals) or
Passport number:

Position held in company:

Company name:

Company registration number:

Address:

Telephone:

Mobile:

E-mail address:

If the applicant is a foreign company, a copy of the company registration certificate would need to be submitted together with the application.

A.2 Is the billing address same as above?

Yes

No

If No, please provide the details of the billing address.

Address:

Please note that all invoices and payment requests will be sent to the stated billing address. If the contact should change, you should notify the Malta Communications Authority immediately in writing.

A.3 Who should be contacted for technical matters?

Contact at **A.1**

Contact at **A.2**

If neither, please provide the technical contact details.

Title:

Name:

Surname:

Address:

Telephone:

Mobile:

E-mail address:

Part B : Scope of application

B.1 Kindly indicate your preference:

- Application for a new licence valid for **one** year and renewed annually subject to the payment of fees, unless previously cancelled or revoked
- Application for a new licence valid for **four** years and renewed every four years subject to the payment of fees, unless previously cancelled or revoked
- for the issuance of an amended licence

Please state the licence number: _____

B.2 *If this application is solely for VHF portable radio to be used on multiple aircraft, then please provide details on the licence of the pilot:*

Type of Licence: _____

Country of Issue: _____

Licence Number: _____

Licence Expiry date: _____

Part C : Aircraft Details

C.1 Please provide general information on the aircraft.

Classification of aircraft

- Aeroplane
- Helicopter
- Microlight

Call Sign (Registration mark): _____

Make and Model: _____

Serial Number: _____

Maximum Take-off Weight: _____

kilograms

Part D : Radio Installation Details

D.1 Please state the details of the proposed installation/s:

Category	Manufacture	Model	Operating Frequency or Bands
HF Communication			
VHF Communication			
VHF Communication & Navigation			
Marker			
ADF			
DME			
ATC Transponder			
Encoder			
Weather Radar			
Radio Altimeter			
Area NAV/DME			
MMR/ILS Receiver			
TCAS/ACAS			
TAWS/EGPWS			
Satellite communication			
Satellite navigation/GNSS/GPS			
ELT			
Other apparatus – please specify			

Part E : Declaration

I hereby declare that the information provided in this application is accurate and complete in all respects. I also declare that I am authorised to sign this application for and on behalf of the company.

I accept that the licence does not confer any right of ownership of the radio frequency spectrum, and agree to abide by all the conditions of the licence and any direction made by the Malta Communications Authority from time to time.

I confirm that no change will be made in any of the foregoing without prior approval of the Malta Communications Authority.

Date of application:

Full name of signatory
(in capital letters):

ID Card or Passport No:

Designation:

On behalf of
(if applicable):

Signature:

Annex 1 : Extract of the Fees (Radiocommunications) Regulations

"1.	Aeronautical Station, per annum fee:	€
	(a) on board -	
	(i) aircraft take off weight	
	- less than 3,200 Kg	46.50
	- between 3,200 Kg and 14,000 Kg	300
	- more than 14,000 Kg	580
	(ii) microlight glider	23.20 "

Annex 2 : Document History

Version No.	Date	Remarks
MCA/F/11-0575	October 2011	Publication
MCA/F/11-0575/R.1	May 2015	Amendments to the introduction and Parts A, B, C and D.
MCA/F/11-0575/R.2	June 2016	Amendments to the introduction.