Australian Government
Civil Aviation Safety Authority

Download this form before you begin

Please download and complete with Adobe Acrobat. If you're using a browser to complete this form you may lose your information. Send this form and any attachments to regservices@casa.gov.au.

Purpose of this form

Use this form if you intend to apply for one of the following Remotely Piloted Aircraft (RPA) Flight Authorisations:

RPA Approvals (CASR 101.030)

- Above 400ft AGL in controlled airspace.
- Above 400ft AGL in non-controlled airspace.
- Operations within 3NM of a controlled aerodrome (including military controlled aerodromes).
- Operate above 400ft AGL within 3NM of a controlled aerodrome.
- Operate over a movement area of a controlled aerodrome.
- Operate over the approach or departure path of a runway of a controlled aerodrome.

RPA Permissions (CASR 101.080)

- Operate over a movement area of non-controlled aerodrome.
- Operate above 400ft AGL within 3NM of a non-controlled aerodrome.

Visual line-of-sight (CASR 101.029)

- Beyond visual line-of-sight (BVLOS)

Who is this form for?

This form is for RPA Operator's Certificate (ReOC) holders who wish to apply for specific flight authorisations listed above. This form should be submitted by the Chief Remote Pilot.

Information needed to complete this form

ReOC holders should review the relevant CASR Part 101 Regulations and Manual of Standards before completing this application. Applicants are required to complete and submit ALL parts of the application to be acceptable to CASA.

The completion of this application form is the first step in the application process. On receipt of a completed application form, CASA will calculate and send you an estimate of the cost to process your application and any additional information you must submit.

Should you wish to proceed, you will need to pay the estimate and send any requested documents to the RPAS Team.

CASA may refuse to consider an application or to consider it further while there are requirements that the applicant has not complied with.

If this is your first BVLOS application, please contact RPAS Branch to arrange a pre-application meeting.

If at any time you would like assistance with any aspect of this form, please contact the RPAS Branch by email at regservices@casa.gov.au.

Aviation Reference Number (ARN)

An ARN is an identifier that is similar to an account or customer number. You will need an ARN to complete this form.

If you do not have an ARN, apply for an ARN.

Contact details

CASA will use the currently held contact details linked to your ARN profile.

If your address, contact or other details have changed, you must update them online using changing your details prior to lodging this form.

Failure to provide up to date contact details to CASA could result in additional fees being charged under the Civil Aviation (Fees) Regulations 1995 and may constitute a criminal offence.

Privacy

Any personal information you provide to CASA is protected by the Privacy Act 1988 (Cth). CASA can only collect, use and disclose that information in accordance with that Act.

CASA will use the information collected in this form for purposes associated with performing its functions under civil aviation legislation and other Australian laws.

For full details on how CASA collects, protects and uses personal information, please refer to CASA Privacy Statement.

For more information

Go to the CASA website or call us on 131 757.

Applicant

1   What are the **applicant** details?

> If your address, contact or other details have changed, you must update them using changing your details.

Legal entity/full name

ARN

Contact number

Email address

Chief remote pilot

2   What are the **Chief remote pilot** details?

> This form should be submitted by the chief remote pilot.

Full name

ARN

Contact number

Email address

Essential RPA crew

3   Who will be performing duties essential to the operation?
Position name

Duties assigned

ARN

📎   **Attach additional RPA crew if required**

RPA to be used in the operation

4   What are the details of the RPA to be operated?
RPA Category

RPA make and model

Maximum take-off weight (MTOW)

📎   **Attach additional RPA if required**

Flight authorisation

5   What are you **applying** for (select all that apply)?
Area Approvals (CASR 101.030)

Above 400ft AGL in controlled airspace

Above 400ft AGL in non-controlled airspace

Within 3NM of a controlled aerodrome

Within 3NM of a military controlled aerodrome

Above 400ft AGL within 3NM of a controlled aerodrome

Operate over a movement area of a controlled aerodrome

Operate over the approach or departure path of a runway of a controlled aerodrome

RPA Permissions (CASR 101.080)

Operate over a movement area of non-controlled aerodrome

Operate above 400ft AGL within 3NM of a non-controlled aerodrome

Visual line-of-sight (CASR 101.029)

Beyond visual line-of-sight (BVLOS)

Purpose of operation

6   Is this application linked to a specific event (e.g. airshow, sporting event)?
No

Yes

7   What is the name of the event?

8 Provide an outline of the purpose of your planned operation

📎 **Attach additional pages if required**

Dates and times of operations

9 What are your proposed dates and times of operations?

Start date (DD/MM/YYYY)

/   /

Start time (HH/MM)

End date (DD/MM/YYYY)

/   /

End time (HH/MM)

📎 **Attach additional pages if required**

Agencies and landowners

10 Will any agencies/landowners be impacted by the operation?

No

Yes

11 What are the agency/landowner details?

Full name

Contact number

Email address

📎 **Attach additional pages if required**

12 Has agreement been obtained from the agencies/landowners?

No   Further evidence may be required

Yes   Attach evidence of agreement

📎 **Attach evidence if required**

Aerodrome details

13 What is the nearest aerodrome?

What is the distance (in NM) from aerodrome reference point?

RPAS Operational details

14 What is the proposed maximum altitude required?

15 What equipment is used to measure altitude/height?

16 What classes of Airspace to you intend to operate in?

A

C

D

E

G

Restricted (specify e.g. R140A)

17 What radio frequencies will be monitored?

18 What radio equipment will be used during operation?

Area of operations

19 Provide coordinates for the area of operation

> Coordinate format - point to point coordinates or a radius from a single point listed in degrees, minutes, seconds.

📎 **Attach additional pages if required (KMZ file)**

20 Will crowd lines or high public access areas need to be managed during operation?

No

Yes

21 What is the RPAS operations manual or operational procedures (library) reference outlining how crowd lines or high public access areas will be managed?

Application checklist

22 Below items are the minimum required:

Updated RPAS operations manual is attached

Updated RPAS operational procedure (library) is attached

Risk assessment is attached

Job safety assessment (site hazards) is attached

Aeronautical radio qualifications is attached

Map(s) of the operational area is attached (KMZ file)

Flight plan is attached

Letter of Agreement (LOA) for Defence oversighted aerodromes

BVLOS Concept of Operations document (CONOPS) is attached (if applicable)

If other please specify

Chief remote pilot declaration

23 I declare that:

- I am authorised to make this application and hold the role of chief remote pilot.
- All statements in this application are true and correct in every particular and that I have read and understood all provisions of the Civil Aviation Safety Regulations 1998 which are relevant to this application.
- I understand CASA will use the currently held details to process this application and it is my responsibility to ensure my details are correct prior to lodgement.
- I consent to CASA using and disclosing my personal information in accordance with CASA Privacy Statement including exchanging the information with Commonwealth, State and Territory government agencies.
- I acknowledge CASA will provide a fee estimate, which will be sent to the contact for this application.
- I accept that if this application is withdrawn or refused by CASA, or if CASA are unable to assess the application because I have failed to provide the required information, I am liable to pay CASA fees for work conducted.
- I have attached all required documentation specified in the application checklist.
- I acknowledge that to knowingly make a false or misleading statement in this application is an offence against the Criminal Code Act 1995 (Cth).

Full name of chief remote pilot

Date (DD/MM/YYYY)

/   /

In what capacity are you making this declaration

An authority must be provided if the person making this notification is not the individual or an office holder of the entity named in question 1.

For example: Chief Remote Pilot, Agent

If declaring as an Agent, you must provide address details

📎 **Attach authority**

Returning your form

@ By email – attach this form and all supporting documents. Send them to regservices@casa.gov.au