



Application for Exchange of an Air Traffic Service Licence

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Applicant's Specimen Signature

1. Personal Details

MCAA Client / Licence Number <i>(if known)</i>				Date of Birth <i>(DD-MMM-YYYY)</i>			
Title <i>(Mr/Mrs/Ms/Miss)</i>			Surname				
Given Name(s)							
Country of Birth				Nationality			
Address for Service - <i>Applicants have to provide an address for service in Mongolia (i.e. a physical address) and to promptly notify the Director of any changes.</i>							
Tel			Mob				
Fax			Email				
Postal Address <i>(if different from Address for Service)</i>							
Tel			Mob				
Fax			Email				

2. Licence Applied For

Please tick appropriate box.	Flight Service Operator Licence (FSOL)	<input type="checkbox"/>	Air Traffic Controller licence (ATCL)	<input type="checkbox"/>

3. Fees

Unless the full fees are paid, applications will not be processed.	Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Expiry Date /
	Name on Card
	Card Number
DO NOT SEND CASH. Please fill in credit card details.	

CAA USE ONLY

Receipt No.	Receipt Date	W/R No.

6. Declaration

<p><i>The provision of false information or failure to disclose information relevant to the grant or holding of an aviation document constitutes an offence under the Civil Aviation Act.</i></p>	<p>I declare that to the best of my knowledge and belief the statements made and the information supplied in this application and the attachments are complete and correct.</p> <p>Consent to Disclosure & Collection</p> <p>I authorise the collection by the Director of Civil Aviation or his delegate (hereinafter referred to as "the Director") from, and the disclosure to the Director by, any person, organisation or government department of any details of my knowledge & compliance with transport safety regulatory requirements.</p> <p>I authorise the Director to use, and disclose, the information obtained about me for any purpose under the Civil Aviation Act, or other such purpose permitted by law.</p>		
	<p>Applicant's Signature</p>		<p>Date</p>

7. Applicant's Check List

<p><i>Please ensure all documents are enclosed. Applications which are incomplete or lacking any required documents will be returned.</i></p>	1. Airways Services Licence (old type)	<input type="checkbox"/>
	2. Fee	<input type="checkbox"/>
	3. Name and ID completed at top of page 2	<input type="checkbox"/>
	4. Specimen Signature at top of page 1	<input type="checkbox"/>

Post this form to: PEL, Civil Aviation Authority, P.O - 34, Box - 6, Ulaanbaatar 17120, Mongolia