



Section/division: **Category Z Aerodromes & Heliports**  
 Telephone number: **011-545-1000**  
 Physical address: **Ikhaya Lokundiza, 16 Treur Close, Waterfall Park, Bekker Street, Midrand, Gauteng**  
 Postal address: **Private Bag X73, Halfway House 1685**

Form Number: CA 139-02  
 Fax Number: **011-545-1451**  
 Website: [www.caa.co.za](http://www.caa.co.za)

**DETAILS OF BANK ACCOUNT FOR PAYMENT OF PRESCRIBED FEE**

Bank: **Standard Bank of SA Ltd** Branch: **Brooklyn, Pretoria** Branch Code: **011245** Account Number: **013007971**

**COMPULSORY CLIENT PAYMENT CODE (to be completed on deposit slip)**

**APPLICATION FOR HELIPORT LICENCE**

**Notes:**

1. An application for the issuing of a heliport licence, or an amendment thereof, must comply with the provisions of CAR 139.03.10.
2. An application for the renewal of a heliport licence must comply with the provisions of CAR 139.03.17.
3. Section A of this form must be completed in all cases.
4. All other sections must be completed if applicable to the specific application.
5. The original application must be submitted to the Director of Civil Aviation.
6. Where the required information cannot be furnished in the space provided, the information must be submitted as a Separate memorandum and attached hereto.

**MARK THE APPROPRIATE BLOCK:**

Application for the issuing of a heliport licence	
Application for the amendment of a heliport licence	
Application for the renewal of a heliport licence	

**A. PARTICULARS REGARDING THE APPLICANT/ LICENCE HOLDER**

1.	Full name	
2.	Trade name	
3.	Business/ residential address	
	Postal address	
		Postal code
4.	Telephone number	
5.	Telefax number	
6.	Cellular phone number	
7.	E-mail address	
8.	Legal status of applicant/holder (individual/close corporation / company/trust/other - specify:	
9.	Registration number in the case of a close corporation/company/trust	
10.	Full particulars in respect of the individual/each responsible director/shareholders/partner/ member/office bearer	

NAME	POSITION	IDENTITY NUMBER	NATIONALITY	COUNTRY OF PERMANENT RESIDENCE

**B. APPLICATION FOR THE ISSUING OF A HELIPORT LICENCE PARTICULARS**

1.	a.	Proposed name for the heliport						
	b.	Alternative name						
	c.	Heliport category mark appropriate block	H1		H2		H3	
2.	a.	For what purpose is the heliport intended?						
	b.	Night operations?	YES		NO			
3.	Type of helicopters for which the heliport is planned							
4.	a.	Geographical Position	South Latitude		°		,	”
			East Longitude		°		,	”
	b.	Elevation	Feet					
	c.	Direction and distance from nearest town / city						
	d.	Have you previously applied to licence this heliport?						
	e.	Name of nearest existing aerodrome/ heliport						
	f.	Distance from this aerodrome/ heliport						
	g.	For what period is the heliport intended						years
5.	Particulars of the heliport:							
	a.	Landing and take-off directions °M	1				2	
	b.	Touchdown and lift –off (TLOF) area (square)	m	X		m	Nature of surface	
	c.	Touchdown and lift –off (TLOF) area (circle)	m	Diameter			Nature of surface	
	d.	Final approach and take-off (FATO) area (rectangular)	m	X		m	Nature of surface	
	e.	Final approach and take-off (FATO) area (circle)	m	Diameter			Nature of surface	
	Remarks (if any)							
	f.	Slopes of the touchdown area						
	Longitudinal	One in		Transverse	One in			
6.	Obstructions							
	<b>TYPE</b>		<b>HEIGHT ABOVE GROUND LEVEL</b>		<b>DIRECTION FROM THE HELIPORT</b>		<b>DISTANCE FROM THE HELIPORT</b>	
7.	Safe approach slope		One in					
8.	Slopes of transitional surface		One in					
9.	Do safe routes to and from the heliport exist?							
10.	Apron							
11.	a.	Size						
	b.	Tie-down facilities						
12.	c.	Fire and Rescue service						
	d.	First Aid						
13.	Other facilities							
	a.	Hangars						
	b.	Does the Heliport offer fuel?	YES		NO			

	c.	Telephone number at heliport				
	d.	Terminal facilities and/or restrooms	YES		NO	
14.	Additional information required					
	a.	Nearest police station				
	b.	Is the heliport fenced?	YES		NO	
	c.	Do animals graze on the heliport?	YES		NO	
	d.	Has a responsible person been appointed for the heliport?	YES		NO	
	e.	If "YES", name and address				
	f.	Are you the owner or tenant of the land on which the heliport is situated?	YES		NO	
	g.	If the answer to (f) above is no, what rights do you hold over the land and for what period?				
	h.	Is the ownership of the land vested in a South African person	YES		NO	
<b>C. APPLICATION FOR ISSUING OF HELIPORT LICENCE</b>						
1.	Category of heliport applied for					
2.	Particulars of non-compliance with, or deviations from, heliport design, operation or equipment standards.					
3.	<b>SUPPORTING DOCUMENTS:</b>		<b>MARK THE APPROPRIATE BLOCK:</b>			
	Operations manual					
	Approval of local government					
	Environmental impact report					
	Approval of interested Government institutions					
	Proof of financial capability					
	Plans of the heliport					
<b>D. APPLICATION FOR THE AMENDMENT OF A HELIPORT LICENCE</b>						
1.	Licence number					
2.	Expiry date					
3.	Particulars of amendments applied for					
4.	Particulars of non-compliance with, or deviations from, heliport design, operation or equipment standards in respect of amendments applied for					
5.	<b>SUPPORTING DOCUMENTS:</b>		<b>MARK THE APPROPRIATE BLOCK</b>			
	Amended operations manual					
	Approval of local government					
	Amended environmental impact report					
	Approval of interested Government institutions					
	Proof of financial capability					
	Amended plans of the heliport					
<b>E. APPLICATION FOR THE RENEWAL OF A HELIPORT LICENCE</b>						

1.	Licence number					
2.	Expiry date					
3.	Category heliport applied for					
4.	Particulars of non-compliance with, or deviations from, heliport design, operation or equipment standards in respect of amendments					
5.	<b>SUPPORTING DOCUMENTS:</b>	<b>MARK THE APPROPRIATE BLOCK</b>				
	Operations manual - copy attached	<table border="1"> <tr> <td><b>YES</b></td> <td></td> <td><b>NO</b></td> <td></td> </tr> </table>	<b>YES</b>		<b>NO</b>	
<b>YES</b>		<b>NO</b>				
I hereby declare that the above particulars are true in every respect and undertake in so far as possible to keep the heliport in a serviceable condition.						
<b>SIGNATURE OF APPLICANT</b>	<b>NAME IN BLOCK LETTERS</b>	<b>DATE</b>				