



APPROVAL CHECKLIST FOR ISSUE(USED), RE-ISSUE OR AMMENDMENT OF AN AUTHORITY TO FLY

Aircraft registration marks:			-			
Type of Document	Renewal		Re-Issue		Amendment /Duplicate	
Application	CA 24-03		CA 24-03		CA 24-03	
Fees	Fees as published under Part 187		Fees as published under Part 187		Fees as published under Part 187	
Aircraft Inspection	SACAA Discretion CAR 24.02.3(5)		SACAA Discretion CAR 24.02.3(5)		SACAA Discretion	
Acceptance of maintenance schedule	Proof of accepted AMS/ AMP. CAR 44.02.1, CAR 44.03.1, CAR 44.03.2		Proof of accepted AMS/ AMP. CAR 44.02.1, CAR 44.03.1, CAR 44.03.2		Proof of accepted AMS/ AMP. CAR 44.02.1, CAR 44.03.1, CAR 44.03.2	
Third Party Insurance	Section 8(5) Civil Aviation Act No.13 of 2009		Section 8(5) Civil Aviation Act No.13 of 2009		Section 8(5) Civil Aviation Act No.13 of 2009	
Photos or Illustration of aircraft	Required		SACAA Discretion		SACAA Discretion	
Flight Manual Acceptance Forward Manual to Flight Operations for acceptance/approval	SACAA Discretion		Check Acceptance and rev status CAR 24.01.1, SACATS 24.01.4		Check Acceptance and rev status CAR 24.01.1, SACATS 24.01.4	
Mass & Balance Report	CAR 44.01.9 Required for updates on equipment changes Required every 5 years		CAR 44.01.9 Required for updates on equipment changes Required every 5 years.		CAR 44.01.9 Required for updates on equipment changes Required every 5 years	
Equipment List	Confirm no changes to equipment list		Confirm no changes to equipment list		Confirm no changes to equipment list.	
Compass Swing	5 Years/ Annually if Commercial CAR 44.01.12 <ul style="list-style-type: none"> The above regulation also makes provision for alternate means of direction indicators, however must be done through a modification approval. 		5 Years/ Annually if Commercial CAR 44.01.12 <ul style="list-style-type: none"> The above regulation also makes provision for alternate means of direction indicators, however must be done through a modification approval. 		5 Years/ Annually if Commercial CAR 44.01.12 <ul style="list-style-type: none"> The above regulation also makes provision for alternate means of direction indicators, however must be done through a modification approval. 	
Pitot Static Checks	<ul style="list-style-type: none"> CAR 24.01.5 and CATS 44 Annex A, 1.3 Required to verify compliance with the annual calibration requirement as per CAR 24.01.5 		<ul style="list-style-type: none"> CAR 24.01.5 and CATS 44 Annex A, 1.3 Required to verify compliance with the annual calibration requirement as per CAR 24.01.5 		<ul style="list-style-type: none"> CAR 24.01.5 and CATS 44 Annex A, 1.3 Required to verify compliance with the annual calibration requirement as per CAR 24.01.5 	
Transponder Checks	<ul style="list-style-type: none"> Aircraft operated under VFR unless authorised by the responsible ATSU, VFR CAR 91.04.4 		<ul style="list-style-type: none"> Aircraft operated under VFR unless authorised by the responsible ATSU, VFR CAR 91.04.4 		<ul style="list-style-type: none"> Aircraft operated under VFR unless authorised by the responsible ATSU, VFR CAR 91.04.4 	
Radio Station Licence	<ul style="list-style-type: none"> Annually CAR 91.03.1(a)(v) 		<ul style="list-style-type: none"> Annually CAR 91.03.1(a)(v) 		<ul style="list-style-type: none"> Annually CAR 91.03.1(a)(v) 	
Flight Performance	<ul style="list-style-type: none"> Proving Flight CAR 24.02.3 		<ul style="list-style-type: none"> Flight Performance (can be based on Proving Flight) 		<ul style="list-style-type: none"> Maintenance check flight (If required). 	
Aircraft Logbook	<ul style="list-style-type: none"> Copy of Logbooks CAR 94.03.2 A copy reflecting the annual inspection is required to verify compliance. 		<ul style="list-style-type: none"> Copy of Logbook CAR 94.03.2 A copy reflecting the annual inspection is required to verify compliance. 		<ul style="list-style-type: none"> Copy of Logbook CAR 94.03.2 A copy reflecting the annual inspection is required to verify compliance. 	

Inspection Report	<ul style="list-style-type: none"> CA 44-01 CAR 44.01.6 	<ul style="list-style-type: none"> CA 44-01 CAR 44.01.6 	<ul style="list-style-type: none"> CA 44-01 CAR 44.01.6
Maintenance release	<ul style="list-style-type: none"> Required CAR 44.01.13 	<ul style="list-style-type: none"> Required CAR 44.01.13 	<ul style="list-style-type: none"> Required CAR 44.01.13
Modification status	<ul style="list-style-type: none"> Refer to Logbook entry's CAR 44.01.10 Included in Inspection Report and AMO/AME/AP to declare if there has been a modification or not. 	<ul style="list-style-type: none"> Refer to Logbook entry's CAR 44.01.10 Included in Inspection Report and AMO/AME/AP to declare if there has been a modification or not. 	<ul style="list-style-type: none"> Refer to Logbook entry's CAR 44.01.10 Included in Inspection Report and AMO/AME/AP to declare if there has been a modification or not.
AD and SB status report	<ul style="list-style-type: none"> Refer to Logbook entry's Included in Inspection Report and AMO/AME/AP to declare if there has been a modification or not. 	<ul style="list-style-type: none"> Refer to Logbook entry's Included in Inspection Report and AMO/AME/AP to declare if there has been a modification or not. 	<ul style="list-style-type: none"> Refer to Logbook entry's Included in Inspection Report and AMO/AME/AP to declare if there has been a modification or not.
Noise Certificate	<ul style="list-style-type: none"> If Applicable CAR 91.03.1(a)(xiv) 	<ul style="list-style-type: none"> If Applicable CAR 91.03.1(a)(xiv) 	<ul style="list-style-type: none"> If Applicable CAR 91.03.1(a)(xiv)
Certificate of conformity/Manufacture	<ul style="list-style-type: none"> If applicable 	<ul style="list-style-type: none"> If Applicable 	<ul style="list-style-type: none"> If Applicable
Special Flight Permit	<ul style="list-style-type: none"> If applicable 	<ul style="list-style-type: none"> If applicable CAR 24.02.4 	<ul style="list-style-type: none"> If applicable
ARB required	<ul style="list-style-type: none"> Not Required 	<ul style="list-style-type: none"> ARB required 	<ul style="list-style-type: none"> If applicable

Categories	Veteran		Production Built		Ex-military		Amateur	
Original date of issue			Date of re-issue		Duplicate		Amendment	
Date					Expiry Date			
Grounding register amended / checked			YES	NO	N/A			
Additional information or instructions:								

I, the undersigned hereby certify that the above information has been submitted and checked. I recommend that the Proving Flight ATF/ Initial ATF / Renewal ATF/Amendment or Re-issue ATF be issued.

SIGNATURE OF INSPECTOR	NAME IN BLOCK LETTERS	DATE
SIGNATURE OF CURRENCY OFFICER	NAME IN BLOCK LETTERS	DATE

APPROVED		NOT APPROVED	
Verify if ATF issued correctly:			
SIGNATURE OF MANAGER	NAME IN BLOCK LETTERS	DATE	

Certificate Posted			
Mail To			
		Post Code	
Tracking number			
Certificate posted by		Date	
Acknowledgement of receipt			
SIGNATURE OF RECIPIENT	NAME IN BLOCK LETTERS	DATE	
Received on behalf of (Name of Organisation)			
Agent Company Name			
Recipient's telephone number			
Cell			