



## CHECKLIST FOR RE-ISSUE OF AME LICENCE

Date								
Name								
Licence Number								
<b>RE-ISSUE REQUIREMENTS: PART 66.02.9</b>								
			<b>LO1</b>			<b>LO2</b>		
			<b>Y</b>	<b>N</b>	<b>N/A</b>	<b>Y</b>	<b>N</b>	<b>N/A</b>
1.	Application form CA 66.02.9 must be completed and signed by the applicant.							
2.	Copy of valid AME license							
3.	Strictly no Tippex allowed							
4.	All corrections or alterations made on the form need to be initialled ( <b>Line through the incorrect information, make the change and Date &amp; Initial the change</b> )							
5.	Copies of the correct completed logbook (Hrs, days or weeks as per AIC 65.5 and on CAA Website) (logbook to be completed on a Monthly bases) from the last page previously submitted to the CAA. A bland statement X or √ experience is not acceptable.							
6.	Work done must be signed out by the supervising inspector in the appropriate column (use designated stamp as proof) and the AM/QR must sign next to the summary (use designated stamp as proof). <b>Summary should be written in logbook on a separate page or end of page.</b>							
7.	For the re-issue of your license if you did the ANR's you have to do pass the CARS written examination at the CAA.							
8.	If the licence lapsed, the applicant should submit an affidavit stating he did not use the privileges of his licence while it lapsed.							
7.1	If a period of less than two years has expired since the lapse of an AME licence, the applicant shall, in addition to the requirements prescribed in regulation 66.02.1, provide proof of experience of at least six months immediately prior to the application for the reissue.							
7.2	If a period of more than two years but less than five years has expired since the lapse of a an AME licence, the applicant shall, in addition to the requirements prescribed in regulation 66.02.1, write the examinations prescribed in regulation 66.02.3(1)(c) and provide proof of experience of at least six months immediately prior to the application for the reissue.							
7.3	If an applicant has not worked in a maintenance or servicing facility within the aviation environment for a period of five years or more since the expiry of his or her licence, then the applicant shall comply with the requirements for the initial issue of such licence as prescribed in regulation 66.02.1 and in addition rewrite examinations of all the general courses applicable to the ratings previously held.							
9.	AMO certificate to confirm that the AMO is valid. If applicable							
10.	A certified true copy of an approved Human Factors course as per Part 141.02.1							
11.	The prescribed fee as in Part 187.							
<b>Note:</b>								

<b>SIGNATURE OF LICENSING OFFICER (LO1) (ISSUER)</b>	<b>NAME IN BLOCK LETTERS</b>	<b>DATE</b>
<b>SIGNATURE OF LICENSING OFFICER (LO2) (APPROVER)</b>	<b>NAME IN BLOCK LETTERS</b>	<b>DATE</b>
	<b>R</b>	
	<b>Receipt number</b>	