



Revised April 2023

**CIVIL AVIATION AUTHORITY BAHAMAS  
APPLICATION FOR AN AIR TRANSPORT LICENCE**

*2nd Floor, Nassau Business Center  
Airport Industrial Park  
Telephone: (242) 397-4700  
P. O. Box N-975  
Nassau, The Bahamas*

FOREIGN OPERATORS/CARRIERS SCHEDULED or FOREIGN CHARTER OPERATORS  
*Air Transport Licences are issued pursuant to Section 15 of the Civil Aviation Act of 2021*

***Application must be read in its entirety prior to entering information.  
The completed application form and all supporting documentation should be submitted to  
directorgeneral@caabahamas.com***

**Section (1)**

<i>Name of Operator or Carrier applying for Licence</i>	
<i>Particulars of President or CEO of Applicant</i>	
<i>a) Full Name (Including initials)</i>	
<i>b) Date of birth.</i>	
<i>c) Present Address &amp; Passport Number</i>	
<i>d) Proof of Nationality.</i>	
<i>e) Professional Biography of President or CEO and  names and position all key Management personnel  - On letter head -</i>	
<i>f) Email address of Applicant Phone Contact of Applicant</i>	

**Section (2)**

*Name and contact details of Local Representative retained in The Bahamas if applicable*

<p><i>Name and contact details of Local Representative retained in The Bahamas if applicable</i></p>
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**Section (3)**

<b>Information to be included with the Application.</b>	
<b>a) Certificate of Insurance.</b>	<input type="checkbox"/>
<b>b) Certificate of Airworthiness.</b>	<input type="checkbox"/>
<b>c) Certificate of Registration.</b>	<input type="checkbox"/>
<b>d) Noise Certificate.</b>	
<b>e) Radio Licence.</b>	
<b>f) Air Operator Certificate (AOC)</b> <i>Issuance of AOC to the applicant by its homeland Government is a mandatory requirement for the successful processing of an air transport licence.</i>	<input type="checkbox"/>
<b>g) Complete Operator's/Air Carrier's Operations Specifications</b>	<input type="checkbox"/>
<b>h) Submit a brief <b>Executive Summary</b> on Company (Operators shall include events such as all accidents/incidents/occurrences which took place within the last three years).</b>	<input type="checkbox"/>

**Section (4)**

<b>The type of service applied for:</b>	<p><b>(a) If Scheduled</b> - proceed to Section (5)</p> <p><b>(b) If Non-scheduled</b> - proceed to Section (6)</p>	<input type="checkbox"/> <input type="checkbox"/>
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**Section (5)**

<p><b>SCHEDULED SERVICES</b>  <i>Submit an accurate Time-Table for Scheduled Services, proposed passenger, freight, air mail conveyance rates, baggage allowance and excess baggage rates.</i></p>
<p><b>(1) Aircraft Country of Registration</b> .....</p> <p><b>(2) Registered business address</b> .....</p> <p style="margin-left: 20px;">(a) Head Office .....</p> <p style="margin-left: 20px;">(b) In the Colony .....</p>

**(3) Particulars of Route desired to operate**

(i) Point of Departure .....

(ii) Destination (Point) .....

(iii) Intermediate landing points----

(a) for traffic  
Purposes.....

(b) for non-traffic purposes  
.....

**(4) Duration of**

1 YEAR

2 YEARS

**(5) Type of aircraft and Passenger Seating Capacity**

..... Crew to be carried (number and function)

.....

**Section (6)**

**NON-SCHEDULED SERVICES.**

List of Countries likely to be operated from when coming to The Bahamas.

**Section (7)**

**Applicants must remain cognizant as follows:**

- (a) Licences shall be submitted for renewal **not later than thirty (30) days prior** to the expiration date.
- (b) The information contained herein is not meant to be all encompassing as the complexity of the particular operation may require additional information.
- (c) The request for information herein is in accordance with the **Civil Aviation Authority Bahamas Act 2021**. Operators are encouraged to become aware of the cited statute and be aware that the Civil Aviation Authority Bahamas shall enforce the penalties pursuant in the Act. In this regard legal action will be taken against person(s) operating aircraft for hire and reward within the Territory of The Bahamas without securing the necessary approvals. Similar actions will be taken against operators who refuse to conform with The Bahamas Civil Aviation Regulations 2021.  
  
The response time and correctness of data submitted by the applicant to the information requested will determine the length of time for the application to be processed.
- (d) Applicants shall be processed by the Civil Aviation Authority Bahamas (CAA-B) - Air Transport Licensing Department to ensure the compliance with requirements contained herein and necessary for the type of service applied for.
- (e) 1: Commercial air operations to/from/within The Bahamas without prior approval is prohibited.  
2: All matters pertaining to the issuance of Air Transport Licences for aircraft operations shall be addressed to the Department of Air Transport Licensing.

**Note:** Applicant must secure all written approvals prior to commencing operations in Commonwealth of The Bahamas.

**Notice**

*I hereby consent to the Civil Aviation Authority Bahamas conducting such enquiries as it deems necessary in considering this application.*  
Signature..... Date.....  
Title .....

**Declaration**

*I hereby certify that the above particulars are correct in all details. In the event this application may be approved, flight personnel and aircrew will comply with all rules and regulations applicable to aircraft operating in the Territory of the Commonwealth of The Bahamas.*  
Signature ..... Date .....  
Title .....

**Conditions**

*Note: Prior to this application being submitted to the Director General for consideration, the Applicant shall in the first instance satisfy the Director of Air Transport Licensing as follows:*

- 1. Has submitted all requisite documents for the requested operation.*
- 2. Has met the requirements of 14, 15, 16 and 21 of the Civil Aviation Act 2021 in order to operate the requested Air Service.*

**FOR OFFICIAL USE ONLY**

**Endorsement of Application**  
*(Director of Air Transport Licensing)*

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

*Director General,  
Civil Aviation Authority Bahamas.*

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*I CERTIFY that I have verified to the best of my knowledge and ability the particulars given overleaf and in the Annexes; and I have examined the Applicant's proposed practice in respect of the Conditions 1 and 2 above, and is of the opinion that:*

(1) *they are satisfactory*.....

(2) *they are satisfactory on condition that*.....

(3) *they are unsatisfactory for the following reasons*.....

.....

Signature ..... Date .....

Title .....