



CAYMAN ISLANDS
 AERONAUTICAL INFORMATION SERVICE
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 GRAND CAYMAN KY1-1003
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<p>AIC</p> <p>03/02 25 Nov. 03</p>

AERONAUTICAL INFORMATION CIRCULAR

TO ALL OPERATORS OF AIRCRAFT REGISTERED IN THE PRIVATE CATEGORY

LICENSE VALIDATION CERTIFICATES

In order to comply with ICAO Standards and Recommended Practices as laid out in ICAO Annex 1, Chapter 1, Section 1.2.2, the Civil Aviation Authority of the Cayman Islands will no longer issue License Validation Certificates (LVC) on the basis of faxed license documents.

Effectively immediately, an application for the issue of an LVC must be submitted by regular mail accompanied by certified true copies of applicable license documents, which clearly depict the type of license, period of validity, type endorsement(s) and medical certificate.

The copies may be certified by any one of the following means:

- (i) Notarized document by a (i) Notary Public (ii) Lawyer or (iii) Solicitor;
- (ii) Senior company manager/executive certified by signature and the Company Seal or official stamp;
- (iii) A TRE/IRE or similarly authorized person as designated by the State of issue of the license document submitted.
- (iv) A CAACI designated airworthiness or operations inspector provided he has signed and stamped the document.

The application will be processed within five working days and returned to the Operator by regular mail however, the Operator may, at their discretion, submit the application via overnight courier and request similar return. Such requests will be handled on a cost recovery basis. All correspondence should be addressed as follows:

Attention: **Flight Operations Dept.**

CIVIL AVIATION AUTHORITY

Mailing:

**PO BOX 10277
 GRAND CAYMAN KY1-1003
 CAYMAN ISLANDS**

Courier:

**Unit # 2 GRAND HARBOUR
 GRAND CAYMAN KY1-1003
 CAYMAN ISLANDS**