

To whom it may concern,

Thank you for your interest in operating into the Cayman Islands. Please note that all air transport operations into the Cayman Islands are subject to regulation under the UK's Air Navigation (Overseas Territories) Order, AN(OT)O 2013 and as amended and updated from time to time. In particular Article 135 which provides that all foreign registered aircraft operating into the territory for valuable consideration be licensed to do so by the UK Secretary of State. This authorization has been delegated (as of September 2004) to the Governor and thereby to the Director-General of Civil Aviation for the Cayman Islands.

As such, it is vital that all aircraft operating into the territory for this purpose meets the rigid and strict safety standards and economic licensing standards to ensure the utmost in safety for the general public being transported on these flights.

I would also like to bring to your attention to Article 94 (5) of the UK's Air Navigation (Overseas Territories) Order [AN(OT)] which stipulates "(5) No person shall hold himself or any other person out as being a person who may offer flights on an aircraft registered in the Territory for the purpose of commercial air transport unless he or (as the case may be) that other person holds a valid air operator's certificate granted under this article."

And

Article 135 of the UK's Air Navigation (Overseas Territories) Order, [AN(OT)O], and now also provides that no operator or charterer of an aircraft to which this article applies (foreign registered aircraft) shall hold himself out as a person who may offer to take onboard or discharge any passenger or cargo in the Territory for valuable consideration unless:

- a.)he does so in accordance with the permission granted under this article; and
- b.)he does so in accordance with any conditions to which such permission may be subject.

As such no person or company may sell tickets for flights unless the aircraft/tour operator is holding an operating permit issued by the Civil Aviation Authority of the Cayman Islands granting them permission to operate such air transport operations.

Attached you will find an information package containing the requirement list, and list of fees necessary to obtain an operating permit to provide scheduled services into the Cayman Islands. All documentation should be accompanied by a covering letter detailing the carrier's plans for operations. This should include days of operation, type of aircraft to be operated and where flights will be operated from. Once all documentation is in order, these can be submitted via email (the Civil Aviation Authority of the Cayman Islands does: however, reserve the right to request certified copies of all original documents) to permits@caacayman.com.

The CAACI would like to advise that if documents are in any language other than English a notarized translation must accompany certified copies of the original documentation.

Once all documentation has been received we will verify the validity of all documentation and

the permit should be emailed to you (with a copy sent to your handler and Cayman Islands Airport Authority) within approximately 5 business days after receiving all valid documentation and payment for the permit.

The Civil Aviation Authority of the Cayman Islands (CAACI) would like to bring to your attention the Cayman Islands Government's (CIG) stance on the international sanctions.

As such we would like to draw your attention to the recently issued statements by following the below links:

From the CIG: <https://www.gov.ky/news/press-release-details/cayman-islands-government-statement-on-russia-sanctions>

Financial Reporting Authority (FRA) website (<http://www.fra.gov.ky/contents/page/1>)

Cayman Islands Monetary Authority (CIMA) websites (<https://www.cima.ky/un-and-eu-sanctions>)

We look forward to being of service to you and if you have any questions please do not hesitate to contact me either by phone 1-345-949-7811 ext 8238 (office), 1-345-926-0487 (cell), 1-345-949-0761 (fax), or email Elaine.whorms@caacayman.com or permits@caacayman.com

Economic Regulation & Administration Division
Civil Aviation Authority of the Cayman Islands



APPLICATION FOR SCHEDULED PASSENGER/CARGO FLIGHT/S

(To be completed by aircraft operator)

1. Name of Operator (if body corporate, specify IATA / ICAO operator designator code): _____
2. Nationality: _____ 3. Country of Registration: _____
4. Registered business address: _____
5. Point(s) of origin of flight including ICAO location designator: _____
6. Destination in the Cayman Islands: MWCR MWCB (please check which applies)
7. Points beyond: _____
8. Date on which service is to commence: _____ 9. Period for which permit is required _____
10. Type of aircraft _____ Seating capacity/MTOW: _____
11. Registration of aircraft(S) : _____
12. Total number of flights weekly: _____ 13. Proposed days of operation _____
14. Proposed arrival / departure times (to be provided to the Cayman Islands Airports Authority): _____
15. Tour / charter operator (include contact name and business address details) : _____
16. Handling Agent in the Cayman Islands: _____
17. Annexures: Proof that the Carrier is Certified, Licensed and Insured for these types of Operations (Certificate of Registration, Insurance and Airworthiness) in accordance with Regulations of the State of Registry. Copy of Ops Specs.
18. I understand that it is a criminal offence under Article 173 of the Air Navigation Order to provide false information for the purpose of obtaining an airline operating permit.

Date: _____

Signature: _____

Print Name: _____

Position: _____

Company billing address (include phone, fax and e-mail):

Email & fax for return of approved permit or correspondence:

- Please note credit card payments can be made and additional guidance can be found on the CAACI website
- Payments <https://www.caacayman.com/payments/>
- Guidance <https://www.caacayman.com/operating-permits/>

Completed Form should be returned giving as much lead time as possible for processing:

Civil Aviation Authority
P.O. Box 10277/ 205 Owen Roberts Drive
Grand Cayman, KY1 1003, Cayman Islands.
Fax 345 949 0761; Ph. 345 949 7811
e-mail: Elaine.whorms@caacayman.com or
permits@caacayman.com Attn: Elaine Whorms, Air Transport
Licensing Officer

Company Letterhead

Date:

Air Carrier Licensing Officer
Civil Aviation Authority of the Cayman Islands
Via Email: elaine.whorms@caacayman.com / permits@caacayman.com

This is to verify that the Boeing 737-8, and 737-9 (MAX) aircraft(s) operated by [Operator/Airline] complies with the 'Return To Service' airworthiness directive (AD) issued by [State of aircraft type certification] .

Aircraft to which this statement pertains include those listed in the companies operation specifications page D085.

Regards,

Company representative
Title
Contact info



Fees applicable to the application and processing of operating permits

Excerpt from the Air Navigation Fees 2010

24. When an application is made for permission to operate an aircraft registered in a foreign country to take on board or discharge any passenger or cargo, or to do aerial work, in the Cayman Islands pursuant to Article 135 or 137 of the Order, the applicant shall pay the following fees -

Description	Fees CI\$	Fees US\$
(a) In the case of scheduled journeys to be provided over a period not exceeding six months-		
(i) for aircraft with twenty seats or less, or in the case of a cargo aircraft a certified maximum take-off weight not exceeding 5,700 kg, a fee of	\$1,000	\$1219.51
(ii) in any other case, a fee of	\$2,500	\$3048.78
(b) In the case of non-scheduled journeys to be provided:		
(i) if it involves not more than one flight in any one direction -		
(a) for an aircraft with twenty seats or less, or in the case of a cargo aircraft a certified maximum take-off weight not exceeding 5,700 kg, a fee of	\$300	\$365.85
(b) in any other case, a fee of	\$400	\$487.80
(ii) if it involves more than one flight in any one direction and is to be provided during a period not exceeding thirty days -		
(a) for aircraft with twenty seats or less, or in the case of a cargo aircraft a certified maximum take-off weight not exceeding 5,700 kg, a fee of	\$1000	\$1219.51
(b) in any other case, a fee of	\$1,500	\$1829.27
(iii) in the case of any other service to be provided during a period of not more than six months –		
(a) for an aircraft with twenty seats or less, or in the case of a cargo aircraft a certified maximum take-off weight of not more than 5,700 kg, a fee of Per fleet of five aircraft or part thereof	\$2,500	\$3048.78
(b) in any other case, a fee of Per fleet of five aircraft or part thereof	\$3,000	\$3,658.54

Effective from November 1, 2010



Minimum requirements list for non-scheduled/charter air transport operations. All documents must be provided in English or a certified translation along with certified copies of originals.

- a. COPY OF **AIR OPERATING CERTIFICATE**
- b. COPY/PROOF OF **CERTIFICATE OF INSURANCE**
- c. COPY OF **CERTIFICATE OF AIRWORTHINESS**
- d. COPY OF **REGISTRATION CERTIFICATE**
- e. OPS SPECS – ORGANIZATION STRUCTURE AND CONTACTS, list of aircraft covered under the current AOC and designated areas of operation.
- f. Proof of permission by the state of registry to offer non-scheduled air transport operations or air ambulance operations (**if applicable**)
- g. COPY OF **NOISE CERTIFICATE (All aircraft operating scheduled/charter passenger/cargo services must be Chapter 3 compliant)**
- h. **A STATEMENT THAT THERE ARE NO DANGEROUS GOODS, WEAPONS OR MUNITIONS OF WAR BEING CARRIED ON THE FLIGHT(S).** Carriers wishing to carry Dangerous Goods please refer to attached addendum which details requirements.
- i. **A STATEMENT ADVISING WHAT AIRBORNE COLLISION AVOIDANCE SYSTEM (ACAS) II VERSION THE AIRCRAFT(S) ARE FITTED WITH 7.0 or 7.1. Please note for turbine-engined aeroplanes of a maximum certificated take –off mass(TOM) less than of 5,700kg, or authorized to carry less than 19 passengers are exempt from this requirement as per ICAO Annex 6 Part 1**
- j. The airline shall comply with Standard 2.1.10.1 and 1.2.5.2.3 of Annex 1 of the Chicago Convention when operating Air Transport Operations into the territory. Below is a summary of the key elements of this standard:
 - A Contracting State, having issued pilot licenses, shall not permit the holders thereof to act as pilot of an aircraft engaged in international commercial air transport operations if the license holders have attained their 60th birthday or, in the case of operations with more than one pilot, their 65th birthday; and
 - When the holders of flight crew licenses are engaged in commercial air transport operations and have passed their 60th birthday, the medical validity period shall be, reduced to six (6) months.
- k. For Commercial Operations the minimum flight crew is two pilots; for aircraft powered by one or more Turbine Jets, or an aeroplane powered by one or more turbine propeller engines and with a maximum approved passenger seating configuration of more than 9, or a helicopter with a maximum approved passenger seating capacity of more than 9.
- l. Please be advised that all permits must be paid for in full prior to final permission given for any flights. This can be done thru <https://www.caacayman.com/payments/>



Addendum

Required Checklist as related to the Carriage of Dangerous Goods.

All documents must be provided in English or a certified translation along with certified copies of originals

- [] **A COPY OF THE PERMISSION/APPROVAL/CERTIFICATE GRANTED TO THE OPERATOR BY THE COMPETENT AUTHORITY OF THE STATE PERMITTING THE TRANSPORT OF DANGEROUS GOODS**
- [] **OPERATOR SPECIFICATIONS 'OPS SPECS' WHICH COVER THE TRANSPORTATION OF DANGEROUS GOODS (IF APPLICABLE)**
- [] **A COPY OF THE OPERATIONS MANUAL SECTION THAT COVERS DANGEROUS GOODS**
- [] **A COPY OF THE OPERATOR'S TRAINING PROGRAMME FOR DANGEROUS GOODS**
- [] **A COPY OF CONTRACT/AGREEMENT WITH LOCAL HANDLING AGENT**
- [] **A LIST OF THE TYPE OF DANGEROUS GOODS (UN NUMBER, PROPER SHIPPING NAME AND QUANTITY INCLUDING THE TYPE OF PACKAGING) TO BE TRANSPORTED**
- [] **IF APPLICABLE, ANY SUPPLEMENTARY SHEETS**

Civil Aviation Authority of the Cayman Islands
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P. O. Box 10277 APO, Grand Cayman, Cayman Islands.
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www.caacayman.com
E-mail Permits@caacayman.com