



# Application for Third Country Operator Authorisation (TCO Authorisation)

**Data protection:** Personal data included in this application is processed by EASA pursuant to Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. It will be processed solely for the purposes of the performance, management and follow-up of the Application by the Agency, without prejudice to possible transmission to internal audit services, to the Court of Auditors, to the European Anti-Fraud Office (OLAF) for the purposes of safeguarding the financial interests of the European Union. The Applicant shall have the right of access to his personal data and the right to rectify any such data that is inaccurate or incomplete. Should the Applicant have any queries concerning the processing of his personal data, he shall address them to the Agency at the following address: dpo@easa.europa.eu. The Applicant shall have right of recourse at any time to the European Data Protection Supervisor.

## 1. Applicant's Reference

### 1.1 Your Reference

Please provide a brief, unique identifier that we will use to refer to your application

## 2. Applicant Address and Contact Data

### 2.1 Applicant Data

Legal name and seat of the company as it appears on the Business Registration or similar legal document

<b>2.1.1 Name and Address</b> (Registered name and seat of the company)	Applicant Number	if available, please enter your EASA applicant number (e.g.3XXXXX)
	Company Name	
	Street / Nr	
	Post Code	
	City	
	Country	

### 2.1.2 Applicant Website

www.

**Important Note:** First time applicants need to submit a copy of the company's **Business Registration** or similar legal document stating name and seat of the company together with the application.

### 2.2 Air Operator Certificate (AOC) Data (may be left blank if same as 2.1.1)

<b>2.2.1 AOC Name and Address</b> (Name and address as printed on the AOC)	AOC Name	
	Street / Nr	
	Post Code	
	City	
	Country	

### 2.3 Doing business as Data (if applicable)

<b>2.3.1 Doing business as (or Trading) Name and Address</b>	Doing business as Name	
	Street / Nr	
	Post Code	
	City	
	Country	

**Application for Third Country Operator Authorisation  
(TCO Authorisation)****2.4 Contact Person - Administrator User**

<b>2.4.1 Contact Person</b> (responsible for the application for TCO Authorisation and future Administrator User for the TCO web-interface, managing content and Staff Users accounts)	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Ms
	Name	
	First name	
	Job title	
	Phone/Fax	
	Email	

**2.5 Shipping Data** (may be left blank if same as 2.1.1)

<b>2.5.1 Shipping Name and Address</b> (for the shipping of the original EASA TCO authorisation)	Company Name	
	Street / Nr	
	PO Box	
	Post Code	
	City	
	Country	
<b>2.5.2 Contact Person</b> (may be left blank if same as 2.4.1)	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Ms
	Name	
	First name	
	Job title	
	Phone/Fax	
	Email	

**3. Technical Data**

<b>3.1 Air Operator Certificate</b>	a) AOC issued by the Civil Aviation Authority of:	please indicate the state
	b) AOC Number	please indicate the AOC number
	c) AOC issue date	DD/MM/YYYY
	d) Expiry date (if applicable)	DD/MM/YYYY
<b>3.2 Domain of intended operations</b>	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Helicopter <input type="checkbox"/> Aeroplane + Helicopter	
<b>3.3 ICAO Operator 3-letter code</b> (if applicable)	____ _	



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<b>3.4 EU SAFA ramp inspection Programme</b>	<b>Have you already been inspected under the SAFA Programme?</b>	
	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> unknown	
	<b>If yes, could you please indicate for the last inspection (if available):</b>	
	the SAFA Report Number	please indicate the SAFA report number
	<i>and/or</i> where it took place	please indicate the Airport/Country
	<i>and/or</i> when it took place	DD/MM/YYYY
<b>3.5 Estimated earliest start date of commercial air transport operations under TCO Authorisation</b>	DD/MM/YYYY	<input type="checkbox"/> unknown
<b>3.6 Status of the operator with respect to the EU Safety List pursuant to Regulation (EC) No 2111/2005</b>	<b>Have you ever been subject to an operating ban or operational restriction (listed in Annex A or in Annex B) ?</b>	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<b>If yes, could you please indicate if:</b>	
	<input type="checkbox"/> the operating ban or operational restriction is <b>currently ongoing</b>	
	or <input type="checkbox"/> the operating ban or operational restriction <b>was lifted on:</b>	MM/YYYY

### 4. Administrator User's declaration and acceptance of the Terms of Use for the TCO web-interface

I, [enter surname] [enter name], [enter here the job title], herewith declare to be duly authorised/empowered to validly represent [enter here the full name company name as shown on the certificate of incorporation, e.g. EXAMPLE Inc.] (the "Company"), a company incorporated and validly existing under [enter here the country/law under which the company is registered] law, with principal place of business at [enter here legal address of the company] for the purpose of registering and operating on the EASA TCO web-interface.

I herewith request the European Aviation Safety Agency to grant me the status of Administrator User for [enter here the full name company name as shown on the certificate of incorporation, e.g. EXAMPLE Inc.], as specified in the Terms of Use (hereafter ToU) available from [https://tco.easa.europa.eu/docs/tco\\_terms\\_of\\_use.pdf](https://tco.easa.europa.eu/docs/tco_terms_of_use.pdf). I declare I have read and understood the ToU and to be aware of the privileges and obligations deriving from this role.

Date/Location	Name	Signature



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## 5. Applicant's declaration and acceptance of the General Conditions for tasks not subject to compensation of the European Aviation Safety Agency

I declare that:

- I have the legal capacity to submit this application to EASA and that all information provided in this application form is correct and complete.
- the Administrator User as per paragraph 4 of the present form is legally authorised to represent the company.



General Terms and Conditions

I acknowledge that I have read and understood the Agency's General Conditions and agree to abide by them.

Date/Location	Name	Signature

**Important Note:** EASA cannot accept applications without signature. Please make sure that you sign the application.

This Application should be sent by fax, e-mail or regular mail to:

**European Aviation Safety Agency**  
 Applications and Procurement Services Department  
 Postfach 10 12 53  
 D-50452 Köln  
 Germany

Fax: +49 – (0)221 - 89990 ext. 4461  
 E-mail: [tco.applications@easa.europa.eu](mailto:tco.applications@easa.europa.eu)

### Completion Instructions



Completion Instructions

Please double-click on the icon