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| --- | --- | --- |
| **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 [at] 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** | | |
| 2.1.1 Name and Address  (registered (business) name and address/legal seat of the company) | Applicant Number | **3XXXXX** |
| (Company) Name |  |
| Street / Nr |  |
| Post Code |  |
| City |  |
| Country |  |
| 2.1.2 Contact Person (responsible for this application) | Title | Mr  Ms |
| Name |  |
| First name |  |
| Job title |  |
| Phone/Fax |  |
| Email |  |
| **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. In case the applicant is not a company but a natural person, a copy of the person’s **ID or passport** needs to be provided with the first application. | | |
| **2.2 Billing Data** (may be left blank, if same as Applicant Data under 2.1) | | |
| **2.2.1 Billing Address**  (for the receipt of EASA F&C invoice/s) | (Company) Name | Same as in section 2.1.1 (other name only in exceptional cases) |
| Street / Nr |  |
| PO Box |  |
| Post Code |  |
| City |  |
| Country |  |
| 2.2.2 Contact Person(Financial) | Title | Mr  Ms |
| Name |  |
| First name |  |
| Job title |  |
| Phone/Fax |  |
| Email |  |

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| **2.3 Shipping Data** (may be left blank, if same as Applicant Data under 2.1) | | |
| 2.3.1 Shipping Address (for the shipping of original EASA documents) | (Company) Name |  |
| Street / Nr |  |
| PO Box |  |
| Post Code |  |
| City |  |
| Country |  |
| 2.3.2 Contact Person (Shipping) | Title | Mr  Ms |
| Name |  |
| First name |  |
| Job title |  |
| Phone/Fax |  |
| Email |  |

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| 3. Scope of Design Design in accordance with applicable type-certification basis and environmental protection requirements: | | | | | | |
| Category | Kind of Product | | | Technical Fields | | |
| **3.1**  **1A** Type Certificate  applicant or holder of highly complex or large product(s) | Large Aeroplane Large Rotorcraft Small Rotorcraft | | Large UAV Turbine Engine | N/A | | |
| **3.2**  **1B** Type Certificate  applicant or holder of complex or  small-medium product(s), ETSOA  APU (large) | Small Aeroplane  Very Light Rotorcraft  Small/Medium UAV | | Piston Engine  Large APU  Gyroplane | N/A | | |
| **3.3**  **1C** Type Certificate applicant or holder of less  complex or very small product(s),  ETSOA, APU (small) | Sailplane/Powered Sailplane  Very Light Aeroplane  Airship | | Balloon  Propeller  Small APU | N/A | | |
| **3.4 Unrestricted**  **2A** STC / Changes / Repairs  **3A** Minor Changes / Repairs | Large Aeroplane Small Aeroplane  Sailplane/Powered Sailplane  Very Light Aeroplane  Large Rotorcraft  Small Rotorcraft Very Light rotorcraft  Gyroplane | | Airship  Balloon  Turbine Engine Piston Engine  APU  Propeller  UAV | Design activities including at least structure, installation of avionics, hydro-mechanical systems, electrical systems and cabin interiors; if not, use section 3.5. | | |
| **3.5 Restricted Technical Fields**  **2B** STC / Changes / Repairs  **3B** Minor Changes / Repairs | Large Aeroplane Small Aeroplane  Sailplane/Powered Sailplane  Very Light Aeroplane  Large Rotorcraft  Small Rotorcraft Very Light rotorcraft  Gyroplane | | Airship  Balloon  Turbine Engine Piston Engine  APU  Propeller  UAV | Please describe, for each kind of product, the **exact** nature of design changes or repairs planned to be performed under DOA (e.g. “installation of avionics equipment on large and small aeroplanes”; “changes to cabin interiors to large and small rotorcraft”…) | | |
| **3.6 Restricted Aircraft Size**  Scope limited to **one** product type  **2C** STC / Changes / Repairs  **3C** Minor Changes / Repairs | Sailplane/Powered Sailplane  Very Light Aeroplane  Airship | | Balloons  Propeller  Small APU | Please describe the **exact** nature of design changes or repairs planned to be performed under DOA (e.g. “installation of avionics equipment on VLA”; “changes to cabin interiors to airships”…) | | |
| **Please note**: Only **one** kind of product is authorised for this category; otherwise use section 3.5. | | |
| 4. List of products (only for DOA applications related to TC and ETSOA for APU) |  | | | | | |
| 5. Limitations |  | | | | | |
| 6. Other Information |  | | | | | |
| 7. Number of Staff (Please consult the Completion instructions on how to count the number of staff) |  | | | | | |
| 8. Outline of additional data requirements | | | | | | |
| Data to be submitted together with this application form:   * A copy of the business registration or similar legal document stating name and seat of the company | | | | | | |
| **Additional information about your design organisation will be requested in a second stage.** | | | | | | |
| 9. Applicant’s declaration and acceptance of the General Conditions and Terms of Payment | | | | | | |
| 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.  I have understood that I am submitting an application for which fees or charges will be levied by EASA in accordance with Commission Regulation (EC) on the fees and charges levied by the European Aviation Safety Agency, available from <http://easa.europa.eu/>> Legislation > Fees & Charges.  I acknowledge that I have read and understood the Agency’s General Conditions and Terms of Payment (see <http://easa.europa.eu/>> Legislation > Fees & Charges>General Conditions and Terms of Payment) and agree to abide by them. I declare to be aware that fees or charges, as well as all relevant travel costs must be paid whether or not the application is successful and that they might not be refundable. Moreover, I declare that I am aware of the consequences of non-payment. | | | | | | |
|  | |  | | |  | |
| Date/Location | | Name/Title | | | Signature | |
| **Important Note:** EASA cannot accept applications without signature. Please make sure that you sign the application. | | | | | | |
| This application and a copy of the business registration of your company should be sent either by fax, email or regular mail to the: | | | | | | **Completion Instructions**    please double-click on the icon to access the completion instructions |
| **European Aviation Safety Agency**  Certification and Approval Support Department  Postfach 10 12 53  D-50452 Köln  Germany  Fax: +49 – (0)221 - 89990 ext. 9514  Email: [DOA@easa.europa.eu](mailto:DOA@easa.europa.eu) | | | | | |