



Civil Aviation Authority of Fiji
ISSUE/RENEWAL OF HELICOPTER LANDING SITE
(HLS) REGISTRATION APPROVAL

Form
GS 304B

PLEASE PRINT OR TYPE

1. HELICOPTER LANDING SITE (HLS) INFORMATION

HELICOPTER LANDING SITE NAME	<i>This name will appear in the Registration Approval</i>		BUSINESS PHONE NUMBER
GEOGRAPHIC COORDINATES OF HELICOPTER LANDING SITE			
LATITUDE	° ' "S.	LONGITUDE	° ' "E.

2. OWNER INFORMATION

Legal name of Applicant/organization:	<i>The Registration Approval will be issued in this name</i>		
Trading name: (if different from above)			
Address for Service:			
Tel:		Fax:	
Postal Address: (if different from Address for Service)			

PROPERTY IS CONTROLLED BY:

State (Crown Land) Lease _____ Native Lease; Length of Lease _____ Freehold ;CT _____

3. Application for:-

Initial Issue: <input type="checkbox"/>	Renewal: <input type="checkbox"/>
---	-----------------------------------

4. Helicopters for which the HLS facility is intended

Largest helicopter type identified to use HLS	
---	--

5. Helicopter Landing Site Limitations

Brief summary of any limitations on the use of the HLS that arise from the HLS design, or the facilities or services intended at the HLS

6. Accountable Person

For initial issue or for a change of Accountable Person, a separate form CA 107A and CA107B must accompany this application.

Accountable Person Name:	
Position:	
Email address	Phone contact:
Signature:	

7. HLS Data					
7a. HLS Diagram (to be attached to this form)					
This diagram depicts the following:					
(i) The location of the HLS;					
(ii) The location of the wind direction indicators;					
(iii) The elevation of the HLS (the highest point on the landing surface in feet); and					
(iv) The magnetic bearing and distance to the nearest city/town or population center.					
7b. HLS Location: (ARP) in WGS84		Latitude:		Longitude:	
7c. HLS Administration					
Type of Operations:-					
Commercial Air Transport	<input type="checkbox"/>	Private Use /General Aviation	<input type="checkbox"/>	Aerial Work	<input type="checkbox"/>
HLS Reporting/Contact officer					
Name:		Tel:		Email:	

8. Questionnaire

	Yes*	No
(a) Has the organization been convicted of any transport safety offence in the last five years or is the organization presently facing charges for a transport safety offence?	<input type="checkbox"/>	<input type="checkbox"/>
(b) Has the organization previously had an application for an aviation document rejected or has an aviation document held by the organization been suspended or revoked?	<input type="checkbox"/>	<input type="checkbox"/>
*If answering "Yes", please provide details on a separate sheet(s)		

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT I AM AUTHORIZED TO SUBMIT THIS APPLCIATION.

OWNER OR AGENT SIGNATURE	TITLE
PRINT NAME:	DATE:

SEND COMPLETED APPLICATION AND ALL NECESSARY DOCUMENTS (SEE BACK OF THIS FORM) TO:
CONTROLLER GROUND SAFETY, CAAF, PRIVATE MAIL BAG, NAP 0354, NADI AIRPORT, FIJI

OFFICE USE ONLY

1. Received by: 2. Date Received: 3. Job No:

4. Completed by: 5. Certificate Issue date:

PLEASE SUBMIT THE FOLLOWING, WITH THIS APPLICATION:	FOR OFFICIAL USE ONLY:
Drawing of the HLS and adjoining areas. <ul style="list-style-type: none">• The location of the HLS;• The location of the wind direction indicators;• The elevation of the HLS (the highest point on the landing surface in feet); and• The magnetic bearing and distance to the nearest city/town or population center	
Documentation showing ownership of the HLS site. The owner, for purpose of this permit, is the person with the authority to possess the facility	
CA107A Form; Application Accountable Manager/Senior Person form	
CA107B or CA107C Form; Fit and Proper Person Form/Declaration	
HLS Operating Procedures including Emergency Response Procedures	
Where applicable; Documentation showing approval of the plan for construction from DTCP and a registered Engineer as appropriate	
For construction of a new HLS – Environmental Impact Assessment	