

Please read carefully before filling in the form.

If you wish to be certified as an aviation Catering Agent,

You should fill in this form.

Please print clearly in black/blue ink ▪ Please the relevant boxes.

- Have you applied for certification before? Yes No
If **Yes**, please give details including allocated number, on a separate sheet.
- Are you a registered company? Yes No
If **Yes**, please complete Part A. If **No**, please complete Part B (overleaf).

PART A

Company Name			
Registration No			
Trading as			
VAT Reg No.			
Registered Office Address		Postcode	
Telephone No.		Fax No.	

***Please attach an address list of all premises where you supply catering goods.**

How many staff do you employ for catering services? i.e. acceptance, preparation, packing & delivery.

0-25 51-75 76-100 100+

Does any member of your company have any criminal convictions? Yes No

If **Yes** please attach full details on a separate sheet

 Now go to **Part B**

PART B

Are you?

(a) a sole proprietor

Full name	
Trading as	

or

(b) a partnership or association

Full names of all partners or associates		
Continued on a separate sheet ... Trading as		
For (a) or (b)		
VAT Reg No		
Address of principal office	Postcode	
Telephone No.	Fax No.	

***Please attach an address list of all premises where you supply catering goods.**

How many staff do you employ for catering services? i.e. acceptance, preparation, packing & delivery.

0-25 26-50 51-75 76-100 100+

Does any member of your company have any criminal convictions? Yes No

If **Yes** please attach full details on a separate sheet

 Now go to **Part C**

PART C

Please give details of the individual in your company who will officially accept any written or verbal communication from the Authority relating to catering services.

Name	
Position in Company	

Official address		Postcode	
Telephone No.		Fax No.	

PART D  Now please sign and date the form

I declare that the information I have given is, to the best of my knowledge true and correct.

Signed

Dated

Name (CAPITAL LETTERS)	
Position in Company	

Now return the completed application form together with the following:

- Copy of your Catering Agent Security Programme
- An address list of all premises of catering Suppliers
- A statement of your current security policy
- Details of previous applications for listing

then send it to:
Controller
Aviation Safety & Security
Civil Aviation Authority of Fiji
Private Mail Bag
Nadi Airport

For Office Use Only

Date application received

New application? Yes No

Re-application after refusal? Yes No

Renewal Yes No

Date sent to CAAF

Date received at CAAF

Date of listing

Allocated Number

Date of renewal

Date application refused

Reason for refusal

Date refusal notified to applicant