



## **BMAA Inspectorate Notice: Permit Applications**

**Dated:** 15/05/2012

Note to all BMAA Inspectors

### **BMAA FORMS & AIRCRAFT LOGBOOKS**

Please ensure that when signing in logbooks and/or BMAA forms that the signature is correctly dated. The BMAA cannot allow/accept falsified dates and/or discrepancies between forms sent to the office and entries made in logbooks. Naturally it goes without saying that you date the entry as per the actual date that the activity was/is actually undertaken. Logbooks are governed by the ANO, which is law; therefore falsification of entries is technically a criminal offence.

We are all human and do make mistakes, so if a genuine mistake has been made please contact the necessary people involved to resolve the matter. No one will be shouted at for admitting to a slip of the pen, it is very important that all entries are consistent and correct.

### **JPEG SIGNATURES**

We have seen a few JPEG or picture signatures on forms submitted to the office. We cannot accept these for the following reasons:

1. It is not a legal signature - it is simply a picture.
2. It does not provide proof of authorisation.
3. They are not secure and can be copied with relative ease.

Please note any future BMAA forms with JPEG or picture signatures will be rejected. The agreement with the CAA is on the basis of a scanned copy of an original signature/document of which a physical copy exists.

### **FAXES**

Due to the poor quality associated with faxed Permit revalidation paperwork sadly we will no longer accept them. It can take considerably time to interpret and/or piece together a segmented fax. Given the high number of applications currently being received most days, it is in everyone's interest to move away from this format.

Please send pdf copies to [permits@bmaa.org](mailto:permits@bmaa.org) and if necessary the original documents in the post.

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