FORM BMAA/AW/001

BMAA APPLICATION FOR ANNUAL VALIDATION OF A BMAA AIRCRAFT PERMIT TO FLY

Aircraft Information:

1) Aircraft Registration G - _____

Nominated Aircraft Owner's Application and Declaration:

(BMAA Aircraft Ownership Trustee Grid to be enclosed for aircraft owned by more than 1 person – see guidance note 2 overleaf)

I apply to the BMAA for the issue of a Certificate of Validity for the aircraft described above.
I have not withheld or falsified any information relevant to the application.

2) Owner's name:_____ 3) Owner's BMAA number:_____

4) Date of application:_____ 5) Owner's signature: _____

6) Owner's email address: _____

All Certificates will be emailed to the owner as standard practice.

7) Please post me a paper copy of the Certificate of Validity (add £2.00 to BMAA fee) Tick if required. ☐

Payment details. Select one option only:

8) ☐ I have made payment through the 'My Account' section of the BMAA website[2]

☐ I enclose a cheque made payable to the "BMAA".

[2]To view the 'My Account' section, you need to be a registered user and logged in to the website

Details of fees are published on the BMAA website.

To be included with your application:

- Application form signed and dated
- **BMAA Ownership trustee grid (applies to all aircraft with more than 1 owner including company-owned aircraft)**
- Inspection worksheet fully completed by BMAA inspector
- Check flight schedule fully completed by check pilot
- Payment details submitted
- *AW/028 Weight report (if applicable)*
- *AW/091 Special Inspection report (if applicable)*
- *AW/026 Certificate of Validity Suspension (if applicable)*

Submission details:

Send by post to:
BMAA, Unit 6 Somerville Court, Banbury Business Park, Adderbury, Oxfordshire, OX17 3SN.

or email (as pdf) to:
permits@bmaa.org

or upload via your membership account at:
www.bmaa.org

HAVE YOU INCLUDED EVERTTHING REQUIRED WITH YOUR APPLICATION?

BMAA Form AW/001 Guidance Notes

Purpose of the Form AW/001

- AW/001 is an application form requesting that the BMAA issues a Certificate of Validity to validate an existing Permit to Fly for a BMAA aircraft.
- The information requested on the form is the minimum required to process the application.
- The owner's application and declaration confirm their personal details and that they have made an honest application.

Check list for Form completion. This check list does not form part of the application and so need not be submitted with the application.

Item No	Description	Purpose	Completed correctly (Y or N)
1)	Aircraft Registration G-	To identify the aircraft for which the application is made.	
2)	Owners' names	For the purposes of this application an aircraft owner is registered as such with the CAA and the details are displayed on G-INFO. This can be either as a sole owner of the aircraft, a member of a syndicate or group to which the aircraft is registered or as a director of a company registered as the owner of the aircraft. Applications can only be made by aircraft owners.	
3)	Owners' BMAA number	From the 1st January 2019, the BMAA will only be revalidating permits for aircraft which are owned in their entirety by BMAA members. All members of syndicates/groups, and all company directors of company-owned aircraft, are therefore required to be current BMAA members at the time of permit revalidation. A BMAA Aircraft Ownership Trustee Grid must be submitted with the permit revalidation forms for all aircraft which are owned by more than 1 person - including company owned aircraft. The above may not apply to aircraft owned solely by a towing syndicate. Trustees for aircraft which are owned by, and used solely for the purposes of, hang-glider towing syndicates should contact the BMAA before making the application.	
4)	Date of application	To confirm that the application and declaration was made following a successful inspection and check flight. These dates will be recorded on the Inspection Worksheet and Check Flight Schedule.	
5)	Owner's signature	To confirm the Application and Declaration and prevent fraudulent applications. Must be handwritten. Unfortunately we cannot accept any form of electronic signature at present.	
6)	Owner's email address	Certificates of Validity are emailed to the applicant at the email address provided.	
7)	Please post me a paper copy of the Certificate of Validity	To reduce fees chargeable to applicants all Certificates of Validity are sent by email. Applications requesting a hard copy are subject to an additional fee to cover printing and postage.	
8)	Payment method	Confirm whether paid through the website or cheque enclosed.	
9)	Submission details	The application form should be submitted to the BMAA together with the completed Inspection Worksheet and Check Flight Schedule. ○ *AW/028 Weight report (if applicable)* ○ *AW/091 Special Inspection report (if applicable)* ○ *AW/026 Certificate of Validity Suspension (if applicable)*	

Please note that we have done everything we can to make the application process as simple as possible. Please ensure that the application documents and payment are correct, otherwise applications will be subject to delay.

You can trace the progress of your application on the BMAA web site by following the link "Where's my paperwork" from the webpage footer. This is updated at the end of each working day.

BMAA POWERED PARACHUTE INSPECTION WORKSHEET

Reg: G-	**Type:**	**Serial No.:**
Does aircraft reflect data on G-INFO?	**YES / NO**	**A/F hrs at last 31st Dec:**
Date of last weighing:	**MTOW:**	**A/F hrs at inspection:**
Type Approved (BM) or Type Accepted(BM0)	*Amateur Build (HM) including Microlight Aircraft Approval Note*	
TADS No. BM _____ Issue ____ or HADS No. HM _____ Issue_____ + MAAN(s)_____ Issue_____		

1	**General & Documentation**	**Comments**	**✓✗**	**N/A**
1.1	Obtain Logbook and record start of inspection.			
1.2	Registration Document / Permit to Fly / Noise Certificate			
1.3	Weight Report + logbook entry			
1.4	Relevant POH / AMM is available			
1.5	All relevant MPDs (inc. CAP 661) complied with and certified			
1.6	Lifed parts replaced/extended only if allowed			
1.7	Airframe & Engine hours properly recorded & totalled			
1.8	All Mandatory Maintenance & SBs certified in logbook			
1.9	Origin and fitness of replacement parts			
1.10	MAANs and Modifications approved & certified in logbook			
1.11	Registration Marks, Airframe S/N & Engine S/N checked			
1.12	Placards checked against TADS/HADS/MAANs			
1.13	Batten Plan is marked with Aircraft Registration letters			
2	**Trike structure:**	**Comments**	**✓✗**	**N/A**
2.1	Fuselage monocoque structure (all composite)			
2.2	Brackets, fittings, plates and joint assemblies			
2.3	Tubes and Struts			
2.4	Base tube(s) and snoot			
2.5	Top plate serviceability			
2.6	Front wires			
2.7	Propeller guard			
2.8	Steering mechanism(s)			
2.9	Drag links and bracing tubes			
2.10	Undercarriage			
2.11	Wheels, wheel bearings, axles, tyres, brakes			
2.12	Seat frames			
2.13	Seat harnesses, buckles & seat fabric			
2.14	Pod, spats, fairings,windscreen and fabric skirts			
2.15	Instruments and electrics			
2.16	Control cables, pushrods			
2.17	Engine frame including wires			
2.18	Servicing / checks up to date (trike)			
3	**Powerplant:**	**Comments**	**✓✗**	**N/A**
3.1	Engine mounting and attachments, cowlings and firewall			
3.2	Flexible mountings			
3.3	Exhaust system, silencer and supports			
3.4	Gearbox or reduction drive			
3.5	Crankcase, prop-shaft, flanges, bolts			
3.6	Propeller (approved combination?)			
3.7	Carburettor, air intake, security			
3.8	Fuel tank, cap and vent (drip tray)			
3.9	Fuel lines, filter, fuel cock, pump			
3.10	Cooling system			
3.11	Oil system			
3.12	Engine controls (throttle(s), choke(s), mixture if fitted).			
3.13	Starting system			
3.14	Electrical system, charging, low tension, lights, fusing			
3.15	Ignition switches, plugs, leads			
3.16	Compression test & Conrod Bearing Clearance Test (opt.)			
3.17	Servicing / checks up to date (engine)			
3.18	Engine ground run (opt.)			

BMAA POWERED PARACHUTE INSPECTION WORKSHEET

Reg: G-				Continuation sheet
4	**Canopy structure:**	**Comments**	**✓✗**	**N/A**
4.1	Cables, straps, maillons, gates			
4.2	Brake lines and cascade, core withdrawals			
4.3	Line attachment points, connector links			
4.4	Karabiners, screw locks, cleats, cam buckle pulleys			
4.5	Trim lines, stretch check against MM			
4.6	Ribs			
5	**Rigging:**	**Comments**	**✓✗**	**N/A**
5.1	Cables, thimbles, swages and tangs			
5.2	Tangs, turnbuckles, toggles and clamps			
5.3	Suspension & Control lines condition			
6	**Canopy:**	**Comments**	**✓✗**	**N/A**
6.1	Stitching, seams			
6.2	Damage, abrasion spots, tears			
6.3	Degradation, firmness			
6.4	Discoloration, UV damage			
6.5	Debris in trailing edge, stitching			
6.6	Porosity and Permeability			
6.7	Dimensions			
6.8	Registration letters			
7	**General condition and conformity:**	**Comments**	**✓✗**	**N/A**
7.1	Fasteners - nuts, bolts, washers, pip-pins, rivets			
7.2	Welds			
7.3	Corrosion levels			
7.4	General rigging and symmetry			
7.5	Overall condition of aircraft			
7.6	Configuration state – no omissions from basic design std.			
7.7	Configuration state – no unauthentic parts/equip't evident			
8	**Flight & Ancilliary controls:**	**Comments**	**✓✗**	**N/A**
8.1	Check controls for full and free movement			
8.2	Check range, operation and sense of trim system if fitted			
9	**Form & Process Completion:**			
9.1	Record end of inspection in logbook & return to owner			
9.2	Complete AW/005 & give to owner			
9.3	Advise owner of any advisory items found during inspection			
9.4	Ensure all inspection panels are replaced			

BMAA INSPECTOR DECLARATION & PERMIT FLIGHT RELEASE CERTIFICATE (PFRC)

I have inspected the aircraft IAW the requirements of SIGMA for the revalidation of a Permit to Fly. Where the aircraft has passed the inspection this form acts as a PFRC (for 60 days), releasing the aircraft for check flying IAW the BMAA Check Flying Handbook

PASS *- Please tick box if this is a record of a* ***PASSED*** *inspection* ☐

FAIL *- Please tick box if this is a record of a* ***FAILED*** *inspection* ☐

Inspector Signature:		***Date completed:***		
Inspector Name:		***Insp & BMAA No.:***		

BMAA/AW/011 (powered parachute)
Airworthiness Check Flight Schedule for Permit to Fly revalidation

A. Aircraft information

Aircraft registration G-__ __ __ __

Aircraft type: _____

Check flight date: __ /__ /20__ Test airfield: _____

B. Pilot details

Pilot name: _____

Licence number: _____ (e.g. UK/NP/123456C/A)

BMAA number: _____ (e.g. 1234)

C. Important information

The check flight must be flown in accordance with, and as described in, the BMAA Check Flying Handbook (TIL 042) available at www.bmaa.org.

If the Permit to Fly's Certificate of Validity has expired, or been suspended, the check flight must be authorised by a Permit Flight Release Certificate signed by a BMAA Inspector.

D. Airworthiness Declaration

The aircraft has been check flown and assessed in accordance with the latest issue of the BMAA Check Flying Handbook using the attached schedule

The aircraft's performance has been measured and is normal for type
The engine, fuel system and engine instruments are working properly* ☐

The handling and stability have been checked and the aircraft flies as intended
The ASI, altimeter and other flight instruments are working properly* ☐

The aircraft has been stalled and behaves as expected
The stall speed(s) are normal for type
The aircraft has also been satisfactorily flown at high speed N/A

All the aircraft's systems have been checked and operate satisfactorily
All required instruments are serviceable* ☐

Pilot signature: _____ Date: __ /__ /20__

*Any unserviceable **non-required** instruments must be clearly marked 'US'

E. Check flight schedule

The check flight schedule is on page 2. It must be fully completed and sent to the BMAA together with this page.

Note: 'SATIS' is shorthand for 'satisfactory'.

Registration: G-

0. Data

ASI units (delete as applicable): mph / knot

QFE: hPa

Surface air temperature: °C

Max All-Up Weight (MAUW): kg

Actual take-off weight: kg
(within 20 kg of MAUW)

1. Ground run and taxy

Reference: Check Flying Handbook para 4.3.1 & 4.3.2.

Summary: Engine ground run to check engine performance and engine handling.

Max static RPM: rpm

Ground run SATIS? ☐ ✓ ×

2. Take off and climb

Reference: Check Flying Handbook para 4.3.3.

Summary: Take off using technique described in Flight Manual / POH. Full power climb, **measuring time to climb 1000 ft** (usually 500' to 1500'). Calculate and enter climb rate after flight is complete.

Take off SATIS? ☐ ✓ ×

Start height: ft

Time to climb (start » start + 1000ft): sec

Climb rate SATIS? ☐ ✓ ×

Climb rate (calculate after flight): fpm

3. Trim

Reference: Check Flying Handbook para 4.3.4.

Summary: Check trim about roll / pitch axes.

Pitch trim SATIS? ☐ ✓ ×

Roll trim SATIS? ☐ ✓ ×

4. Turns

Reference: Check Flying Handbook para 4.3.6.

Summary: Check handling in turns up to, but not exceeding, bank angle limit.

Bank angle limit: °

LH & RH turns SATIS? ☐ ✓ ×

5. Instruments and systems

Reference: Check Flying Handbook para 4.3.9.

Summary: Check instruments and systems.

Altimeter SATIS? ☐ ✓ ×

Other flight instruments SATIS? ☐ ✓ × NA

Engine instruments SATIS? ☐ ✓ ×

Other systems SATIS? ☐ ✓ × NA

6. Slow flight

Reference: Check Flying Handbook para A2.1.

Summary: Check behaviour when both brake lines are deployed simultaneously.

Slow flight SATIS? ☐ ✓ ×

7. Approach and landing

Reference: Check Flying Handbook para 4.3.11.

Summary: Land using technique and speeds described in Flight Manual / POH.

Approach and landing SATIS? ☐ ✓ ×

The BMAA's Check Flying Handbook (BMAA TIL 042) provides guidance on check flying BMAA aircraft. The Check Flying Handbook is available on the BMAA's website www.bmaa.org. It is vital that pilots read, understand and remember the contents of the Check Flying Handbook prior to flying a check flight.

The Check Flying Handbook contains a checklist to assist a pilot prepare for flying an Airworthiness Check Flight. This checklist is also provided here as an aide memoire. The items in the checklist are described in detail in the Check Flying Handbook.

1a	Pilot suitable: pilot familiar and current flying the aircraft type pilot familiar and current flying the check flight manoeuvres pilot current BMAA member	
1b	Pilot licence: pilot licenced to fly aircraft licence and medical valid	
2a	Permit-to-Fly: confirm using G-INFO that the aircraft has a Permit to Fly, and that the Permit to Fly has not been revoked	
2b	PFRC: check using G-INFO whether the Permit to Fly has expired or been suspended - if it has, ensure PFRC has been issued by a BMAA Inspector and that it has not expired	
3	Insurance: insurance in place for check flight insurance not invalid if flight authorised by PFRC	
4a	Pilot has, and familiar with: BMAA Check Flying Handbook Aircraft Flight Manual / POH	
4b	Pilot has access to: Aircraft documentation (logbook(s) etc) TADS / HADS for aircraft type MAAN (amateur-built aircraft only)	
4c	Pilot has reviewed inspection schedule (if check flight occurring after annual inspection)	
5	Weather	
6	Pre-flight inspection	
7	Risk assessment: identify and assess risks associated with this check flight	
8	Weight and balance: within 20kg of MAUW balance within limits (3-axis control aircraft only) ballast secure (if fitted)	
9	Observer: briefed (if carried)	