Rwanda Civil Aviation Authority

Office Rwandais de l'Aviation Civile

APPLICATION FORM FOR OVERFLIGHT AND LANDING CLEARANCE IN THE REPUBLIC OF RWANDA

Note: For over flight only

This application form should be accompanied by a proof of payment. No application will be processed without payment of the prescribed charges (refer to the Appendix for schedule of charges).

Bank details:

Bank of Kigali

Account Nº:

Rwandan Francs: 040-0015823-45
American Dollars: 040-6015823-13
Swift code: BKIGRWRW

Beneficiary

Rwanda Civil Aviation Authority

ALL FIELDS ARE COMPULSORY
(Please complete the form in block letters or type)

Applicant (Company) Name:

Operator (if different):

Applicant's full address:

Telephone:

Fax:

E-mail:

Mobile telephone:

BP 1122 Kigali – Rwanda Tel: (250)078-332-7896, (250)252-583441, (250)252-585845, Fax: 250)252-583462
E-mail: clearance@caa.gov.rw, info@caa.g ov.rw
Website:www.caa.gov.rw

1.Nationality of A/C		2.Operator/Owner	
3.A/C Registration (Alt. If any)		4.A/C call sign (And alt. If any)	
5.Type(s) of A/C		6. Is the A/C capable of Airdropping?	
7. If the A/C is equipped with TCAS/ACAS		8. Maximum takeoff weight (MTOW)	

9. Pilot in Command/Nationality	
10. No. of crew / nationality	
11 Purpose of flight	
12. Names/No. of PAX. /nationality (Indicate titles of VIP pax if any)	
13.Details/Tonnage of Cargo (if any)	
14. Airport of Departure, Date, time in UTC	
15. Airport of Destination Date, time in UTC	
16. Itinerary (in case of stopovers)	

17. Entry point into Rwandan Airspace date, time in UTC		18. Exit point from Rwandan airspace. date, time in UTC	

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19. Contact person/receiving party in Rwanda for a landing A/C (name(s), Tel/Fax Nos.)		20. Any Arms, Ammunitions, radioactive material or Explicit indication of whether the A/C transports any hazardous material, if so, attach a copy *of* *import authorisation permit* issued by relevant authorities.
21. Any special Equipments like Aerial photography, Remote sensing Cameras or any electronic warfare equipment on board that require special approval by DG-RCAA permit (if approval is already given, attach copy)?	*List of special equipment:*	

DIPLOMATIC AND MILITARY REQUESTS ARE PROCESSED THROUGH MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATION. REQUESTS ARE SUBMITTED IN A MINIMUM PERIOD OF THREE DAYS BEFORE APPROVAL. FAILURE TO COMPLETE ALL FIELDS WILL LEAD TO DELAY OF APPROVAL FOR YOUR REQUEST FOR OVERFLIGHT OR LANDING CLEARANCE.

APPENDIX TO THE APPLICATION FORM FOR OVER FLIGHT AND LANDING CLEARANCE

Schedule of charges

AIR NAVIGATION SERVICE CHARGES Basis: Maximum take-off weight (MTOW) authorised *(as provide certificate of airworthiness on any other approved document)*	
Air navigation Charges (over flight charges)	
Aircraft weight (Kg)	Charges (USD)
Up to 3500	20.00
3501 – 10000	30.00
10001 - 20000	35.00
20001 - 95000	100.00
95001 -150000	180.00
150001 - 273000	250.00
Over 273000	310.00

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