



Form: O-PEL002

KENYA CIVIL AVIATION AUTHORITY

May 2013

APPLICATION FOR ISSUE OR RENEWAL OF A PRIVATE PILOT LICENCE

I hereby apply for the **ISSUE/RENEWAL** of.....

1. (a) Surname.....

(b) First name (s) Middle Name(s).....

2. (a) Residential Address:

.....

(b) Postal Address:

.....

3 (a) Private Telephone No.

(b) Business Telephone No.....

(c) Fax No.....

(d) Email address.....

4. Place of Birth:

5. Date of Birth:

6. Nationality:

7. Sex: M F

8. Name of ATO at which instructed.

9. PARTICULARS OF LICENCES ALREADY HELD

Place of Issue	Date of Issue	Type of Licence	Number	Expiry Date

10. Category, Class and or Type (if required) for which the Licence is required.

Category	Class	Type

11. Instrument Rating (if applicable) held and state date of last test.....

12. Total Instrument Flying Hours.....

13. FLYING EXPERIENCE FOR INTIAL ISSUE OF LICENCE –complete and attach **Form PEL002A**

14. FLYING EXPERIENCE FOR RENEWAL -complete the boxes below:

Hours Flown	Day				Night				Total
	PIC SEL	DUAL SEL	PIC MEL	DUAL MEL	PIC SEL	DUAL SEL	PIC MEL	DUAL MEL	
Totals to Date									
Totals since renewal									
Totals last 12 months									

15. Whether yet examined for and obtained a medical certificate in accordance with the Civil Aviation Regulations? YES / NO

16. If so, state the: Class of medical:
Date of Issue:
Name of Medical Examiner

17. I am able to read, speak, write, and understand the English language. YES / NO

18. I have met all the requirements for the Grant of this licence. YES / NO

19. **DECLARATION** – I hereby certify that the particulars I have given in this form are true to the best of my knowledge and belief.

.....
Signature of Applicant

.....
Date of Application

FOR OFFICIAL USE ONLY

Fees Paid:	Date:	Receipt #	File #
Name -		Signature of the PEL Officer	

INFORMATION AND INSTRUCTIONS:

(1) This form when completed should be forwarded to the Director General, Kenya Civil Aviation Authority, P. O. Box 30163-00100, Nairobi, Kenya, Tel: +254-20-827470-5, Fax: +254-20-822300, E-mail: licensing@kcaa.or.ke, Website: www.kcaa.or.ke; together with the following:

- (a) The appropriate fees;
- (b) Documents relating to proof of age date of birth, full name and nationality. (Copies of these documents must be legible and will be certified by licensing staff as true copies of the original. Where a document is printed in a language other than English, the applicant must provide a notarized translation).
- (c) Two recent photographs (approximately 2 cm by 2.5cm) taken from the same negative (full face).
- (d) Medical Certificate from authorized Civil Aviation Medical Examiner.
- (e) All personal flying Log Book(s), and/or ATO records, its entries certified by the relevant authorities e.g. Chief Flight Instructor, Director of Operations, Chief Pilot, etc.;
- (f) Evidence of qualification to meet the requirement for the issue/renewal of the licence;
- (g) Any Licences held.