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**REPUBLIC OF CYPRUS**  
*MINISTRY OF COMMUNICATIONS AND  
WORKS  
DEPARTMENT OF CIVIL AVIATION  
AERONAUTICAL INFORMATION  
SERVICES  
NICOSIA CYPRUS*

**A I C**  
**C 004/10**  
20 May

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**AIRCRAFT REGISTRATION AND CERTIFICATION IN CYPRUS**

**1. Registration of Aircraft**

The registration of Aircraft in Cyprus is governed under Article 11 of the Civil Aviation Act of 2002-2008 as amended, which specifies the qualifications required to own an aircraft registered in Cyprus (see Appendix 1).

Persons wishing to register an aircraft in Cyprus, should submit an application on Form DCA 201 at least three weeks in advance, accompanied by the following documents:

- (a) Evidence of qualification to be owner of aircraft as required under Article 11 of the Civil Aviation Act. of 2002-2008 as amended.

In the case of bodies corporate applying for the first time, a copy of:

- i. Certificate of Registration of the Company;
- ii. Memorandum of Association and Articles of Association of the Company;
- iii. Certificate of composition of the Board of Directors and a statement of their respective nationality;
- iv. Company's Registered address certificate;
- v. Certificate of composition of the company's shareholders with details of the nationality of shareholder and the number of shares owned.

- (b) Certificate of ownership of the aircraft or Bill of Sale.

- (c) Insurance Certificate against third party and Passenger liability covering loss, injury and damage to persons and property in accordance with European Regulation (EC) No. 785/2004 and Cyprus AICs C13/2005 and A03/2005.

- (d) De-registration from State of previous registry (if applicable).

- (e) Statement from the Department of Customs and Excise confirming that there are no outstanding issues regarding the aircraft (both with Customs and VAT).

- (f) If the aircraft is on lease, a certified true copy of the lease agreement properly stamped by the Cyprus Government Commissioner of Stamp Duties.

- (g) Official statement from the applicant stating the main place of business of the company and the usual base and area of operation of the aircraft.

- (h) Aircraft Noise certificate

- (i) Valid certificate of Airworthiness in accordance with article 16 of the Cyprus Civil Aviation Act. of 2002-2008 as amended.

A Certificate of Registration cannot be issued to an aircraft unless it is also issued with a Certificate of Airworthiness.

## **2. Airworthiness Certification**

The airworthiness certification of aircraft is governed under the Cyprus Civil Aviation Act of 2002-2008, as amended, and EASA regulations 1702/2003 and 2042/2003.

The aircraft owner must contact the Airworthiness Section of the DCA Safety Regulation Unit. An Airworthiness Inspector will be assigned and the relevant application forms will be sent to the owner. The assigned inspector will be in charge of the certification process and will be in continuous contact with the owner.

All aircraft coming onto the Cyprus Register should conform to an acceptable Type Certificate Standard.

For aircraft originating from outside the European Union, an airworthiness review must be carried out. The airworthiness review must be carried out by a Continuing Airworthiness Management Organisation. For aircraft of 2730kg MTOM and below the airworthiness review may be carried out by the DCA if it is requested by the owner.

For aircraft originating from a European Union Member State, copies of the certificates must be provided to the assigned Inspector. He will advise the owner of the process to be followed.

The owner must supply noise certification data for his aircraft as requested by the assigned Inspector.

The owner must provide copies of the following documents:

- Aircraft Flight Manual / Pilot Operating Handbook
- Maintenance Program
- Aircraft Log Books
- Maintenance / Service Manuals

The assigned Inspector will review all the submitted documents and physically survey the aircraft. The owner will be informed of any non-conformity and must take the necessary action.

## **3. Issue of Certificates**

Applicable Registration and Certification fees are specified in Civil Aviation Fees Regulations. For details the owner must contact the Accounts Section of the Department.

Upon satisfactory completion of the investigation by the Department and upon payment of the appropriate fees, the aircraft will be issued with a Certificate of Registration, a Certificate of Airworthiness, an Airworthiness Review Certificate, a Noise Certificate and a maintenance program approval.

**4. Operational and licensing matters**

If the aircraft is not intended for private use, the owner must contact the Flight Operations Section of the Safety Regulation Unit.

For pilot or engineer licensing matters the owner must contact the Licensing Section of the Safety Regulation Unit.

**5. Further information**

For more information, applicants can contact the Department as shown below:

E-mail: [director@dca.mcw.gov.cy](mailto:director@dca.mcw.gov.cy)

Fax: + 357 22304708

Tel: + 357 22404120 or 22404122 or 22404162

**AIC C19/2005 dated 6 October is hereby cancelled.**

## **APPENDIX 1**

### **Article 11**

#### **Registration**

1. Only aircraft which meet the following conditions can be entered in the Cyprus Aircraft Registry:

- (a) aircraft not registered in a foreign registry;
- (b) aircraft whose airworthiness is attested by certificate in accordance with Article 16 (certificate of airworthiness) or the renewal of said certificate in accordance with Article 16 (airworthiness inspection) paragraph 5;
- (c) aircraft whose environmental compliance is attested by noise certification;
- (d) aircraft whose owner with a stake greater than 50% or holder of the rights to acquire them or, in case of leasing of at least six months, the lessee or other such party entitled, is:

(aa) a natural person of Cypriot nationality, or a national of an EU or ECAA member state, even if not residing or staying in the Republic; or

(bb) a body corporate which -

- has been incorporated under the law of the Republic or the law of an EU or ECAA member state;
- has its registered office and main place of business in the territory of the Republic or the territory of an EU or ECAA member state;

and of which -

- more than 50% of the assets and capital are held by Cypriot nationals or nationals of EU or ECAA member states;
- the majority of those with power of attorney or personally liable are Cypriot nationals or nationals of EU or ECAA member states.

2. In the event that the aircraft has its usual headquarters or area of operations abroad, and the owner or charterer thereof has neither residence nor office of operation in the Republic, the Minister shall be entitled to reject the application to register the aircraft in the Cyprus Aircraft Registry, or, depending on the case, to order the deletion of the aircraft from the Cyprus Aircraft Registry, if he should deem that under the circumstances, the aircraft should be registered in the registry of another country. Without prejudice to Article 10 (Cyprus Aircraft Registry) paragraph 2, for the rest.

3. Aircraft that does not meet one of the conditions of paragraph 1, may, by reasoned decision of the Minister, be exceptionally registered in the Cyprus Aircraft Registry.

4. The owner and operator of the aircraft shall apprise the Cyprus Aircraft Registry immediately of any and all changes in the above registry conditions.

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