

Statutory Instrument No. 67 of 2022

CIVIL AVIATION ACT
(Cap. 71:01)

**CIVIL AVIATION (AIRCRAFT NATIONALITY AND REGISTRATION
MARKS) REGULATIONS, 2022**
(Published on 13th June, 2022)

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IN EXERCISE of the powers conferred on the Minister of Transport and Public Works by section 89 of the Civil Aviation Act and on the recommendation of the Civil Aviation Authority, the following Regulations are hereby made —

PART I — *Preliminary*

- 1. These Regulations may be cited as the Civil Aviation (Aircraft Nationality and Registration Marks) Regulations, 2022. Citation
- 2. In these Regulations, unless the context otherwise requires — Interpretation
 - “aircraft” means any machine that can derive support in the atmosphere from the reactions of the air other than the reactions of the air against the earth’s surface;
 - “airship” means a power-driven lighter-than-air aircraft;
 - “balloon” means a non-power-driven lighter-than-air aircraft;
 - “certificate of de-registration” means a certificate issued under regulation 12 (2);
 - “certificate of registration” means a certificate issued under regulation 8;
 - “common mark” means a mark assigned by the International Civil Aviation Organization to the common mark registering authority registering aircraft of an international operating agency on other than a national basis;
 - “fireproof material” means any material capable of withstanding heat as well as or better than steel when the dimensions in both cases are appropriate for the specific purpose;
 - “heavier-than-air aircraft” means any aircraft which derives its lift in flight chiefly from aerodynamic forces;

“helicopter” means a heavier-than-air aircraft supported in flight chiefly by the reactions of the air on one or more power-driven rotors on substantially vertical axis;

“international operating agency” means an agency of the kind contemplated in Article 77 of the Convention;

“kite” means a tethered aircraft;

“lighter-than-air aircraft” means any aircraft supported chiefly by its buoyancy in the air;

“nationality mark” means a mark assigned to an aircraft under regulation 14;

“ornithopter” means a heavier-than-air aircraft supported in flight chiefly by the reactions of the air on planes to which flapping motion is imparted;

“power-chute” means a powered parachute;

“registration mark” means a mark assigned to an aircraft under regulation 14;

“remotely piloted aircraft” means an unmanned aircraft which is piloted from a remote pilot station; and

“State of Registry” means the State on whose register the aircraft is entered.

PART II — *Aircraft Registration*

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|----------------------------|--|
| Application | <p>3. (1) These regulations shall apply to all aircraft registered in Botswana and all other aircraft whilst in or over Botswana.</p> <p>(2) Except as otherwise expressly provided, these regulations shall not apply to meteorological pilot balloons used exclusively for meteorological purposes or unmanned free balloons without a payload.</p> |
| Classification of aircraft | <p>4. (1) An Aircraft shall be classified in accordance with Figure A set out in Schedule 1 of these Regulations.</p> <p>(2) An aircraft which is intended to be operated with no pilot on board shall be further classified as unmanned.</p> <p>(3) In these Regulations, “unmanned aircraft” includes unmanned free balloons and remotely piloted aircraft.</p> |
| Aircraft to be registered | <p>5. (1) Subject to subregulations (2) and (3), an aircraft shall not fly in or over Botswana unless —</p> <ul style="list-style-type: none"> (a) it is registered in Botswana under regulation 6; (b) it is registered in a contracting State to the Chicago Convention; or (c) it is registered in some other State in relation to which there is in force an agreement between the Government of Botswana and the Government of that State which makes provision for the flight over Botswana of aircraft registered in that State. <p>(2) A prototype aircraft may fly unregistered for purposes of conducting experimental flight trials within designated flying space in Botswana without passing over any other State; and in accordance with the conditions of a permit to fly issued by the Authority.</p> <p>(3) Subregulation (1) shall not apply to any kite, captive balloon or a power-chute.</p> <p>(4) If an aircraft flies over Botswana in contravention of subregulation (1) in such manner or circumstances that if the aircraft had been registered in Botswana an offence against these Regulations would have been committed, a similar offence shall be deemed to have been committed in respect of that aircraft.</p> |

6. (1) Subject to this regulation, an aircraft shall not be registered or continue to be registered in Botswana if it appears to the Authority that —

- (a) the aircraft is registered outside Botswana and that such registration does not cease by operation of law upon the aircraft being registered in Botswana;
- (b) an unqualified person holds any legal or beneficial interest by way of ownership or to any share in the aircraft;
- (c) the aircraft could more suitably be registered in some other State;
- (d) it would be inexpedient in the public interest for the aircraft to be or to continue to be registered in Botswana; or
- (e) the applicant or any person who holds any legal or beneficial interest by way of ownership or to any share in the aircraft has previously been convicted of an offence under regulation 21 within five years prior to the submission of the application.

(2) Subject to subregulation (3), an aircraft shall be eligible for registration if it is owned by a citizen of Botswana, a citizen of a foreign State who is lawfully resident in Botswana, a corporation lawfully incorporated and doing business under the laws of Botswana or a government entity of Botswana.

(3) An aircraft shall not be eligible for registration if it is more than 22 years old and its Maximum All Up Weight (MAUW) is above 23 000 kg at the time of applying for registration.

(4) The following persons are qualified to hold a legal or beneficial interest by way of ownership or to any share in an aircraft registered in Botswana —

- (a) the Government;
- (b) Botswana citizens or persons lawfully resident in Botswana; and
- (c) a company incorporated in Botswana under the Companies Act and having its principal place of business in Botswana.

(5) If an unqualified person —

- (a) residing or having a place of business in Botswana holds a legal or beneficial interest by way of ownership or to a share in an aircraft, the Authority, upon being satisfied that the aircraft may otherwise be properly so registered, may register the aircraft in Botswana; or
- (b) has registered an aircraft under this sub-regulation, he or she shall not cause or permit the aircraft, while it is so registered, to be used for the purpose of commercial air transport or aerial work.

(6) If an aircraft is chartered by demise, leased or the subject of a lease or hire purchase agreement to a qualified person under subregulation (3), the Authority may, whether or not an unqualified person is entitled as owner to a legal or beneficial interest in the aircraft, register the aircraft in Botswana in the names of the parties to the charter or hire purchase agreement, upon being satisfied that the aircraft may otherwise remain so registered during the continuation of the charter, lease or hire purchase agreement.

7. An application for the registration of an aircraft shall be made to the Authority in Form A set out in Schedule 1 to these Regulations and shall —

- (a) include or be accompanied by such particulars so as to certify the eligibility of the applicant in terms of regulation 4;
- (b) include any evidence relating to the aircraft's ownership;
- (c) include the designation, model and serial number of the aircraft;
- (d) include the proper description of the aircraft according to the "Classification of Aircraft" set out in Schedule 2;
- (e) include the category of the aircraft to be registered as set out in Form A in Schedule 1; and

Requirements
for registration
of aircraft

Application
for registration
of aircraft

- (f) include such other information as the Authority may request; and
- (g) be accompanied by a —
 - (i) non-refundable application fee set out Schedule 2, and
 - (ii) non-refundable inspection fee set out Schedule 2, for aircraft outside Botswana.

Registration of aircraft

8. (1) The Authority shall, where it is satisfied that an aircraft meets the requirements for registration, register the aircraft and issue a certificate of registration to the person in whose name the aircraft is registered, in these Regulations referred to as “the registered owner”, and include on the certificate —

- (a) the number of the certificate;
- (b) the date of issue of the certificate;
- (c) the registration mark assigned to it by the Authority under regulation 14;
- (d) the nationality marks to be painted or affixed on the Aircraft under regulation 14;
- (e) the serial number of the aircraft;
- (f) the name and address of every person who is the owner or charterer of the aircraft, or in the case of more than one owner, the person acting on behalf of the other owner; and
- (g) conditions attached to the registration of the aircraft.

(2) The certificate of registration, referred to in sub-regulation (1) shall be a replica of the certificate set out in Form C in Schedule 1.

(3) The operator shall, where an aircraft is equipped with a Mode S transponder, submit to the Authority a request for assignment of a 24-bit Mode S transponder address code together with a non-refundable fee set out in Schedule 2.

(4) The Authority shall, where an aircraft is equipped with a Mode S transponder, assign to the registered aircraft a 24-bit Mode S transponder address code.

(5) When certificates of registration are issued in a language other than English, they shall include an English translation.

Conditions of registration

9. (1) A registered owner shall operate the aircraft in accordance with the terms and conditions stipulated in the certificate of registration issued under regulation 6.

(2) Any person who is the registered owner of an aircraft registered in Botswana shall immediately inform the Authority in writing of —

- (a) any change in the particulars which were furnished to the Authority at the time of making the application for registration under regulation 5;
- (b) the destruction of the aircraft, or its permanent withdrawal from use; and
- (c) the termination of a charter, lease or hire purchase agreement in the case of an aircraft that is chartered, leased or subject to a hire purchase agreement.

(3) A certificate of registration shall be carried on-board the aircraft for which it is issued at all times.

(4) Any person who becomes the owner of an aircraft registered in Botswana shall, within 28 days of his or her becoming an owner of that aircraft, inform the Authority in writing to that effect.

Variation of certificate of registration

10. (1) The Authority may vary or modify a certificate of registration upon application by the registered owner where there are changes to the conditions of registration under regulation 7.

(2) An application for variation of a certificate of registration shall be made to the Authority in writing and shall be accompanied by such documents as may be specified by the Authority.

(3) The Authority shall not accept an application for variation of a certificate of registration where the application is not accompanied by such documents as the Authority may specify and a non-refundable application fee set out in Schedule 2.

(4) The Authority may, where the applicant meets all the requirements, vary or modify a certificate of registration as it may deem appropriate based on the information given by the registered owner.

11. (1) A registered owner whose certificate of registration is lost, destroyed or mutilated may apply to Authority to be issued with a duplicate.

Issue of duplicate certificate of registration

(2) An application under subregulation (1) shall be accompanied by a non-refundable fee set out in Schedule 2.

12. (1) The registered owner may apply for de-registration for purposes of registering the aircraft in another State or for any other purpose.

De-registration

(2) An application for de-registration under subregulation (1) shall be made in Form D set out in Schedule 1 and where the Authority is satisfied that all the requirements have been met, issue a certificate of de-registration set out in Form B set out in Schedule 1.

(3) An application for de-registration under subregulation (2) shall be subject to a non-refundable application fee set out in Schedule 2.

13. (1) The Authority may suspend a certificate of registration where —

Suspension of certificate of registration

- (a) there exists any information which is subject to verification as to the ownership of the aircraft or the eligibility of the registered owner;
- (b) the registered owner fails to comply with any conditions imposed by the Authority under regulation 7; or
- (c) it deems it appropriate to do so.

(2) The Authority may re-instate any certificate suspended under this regulation where the owner has complied with any of the conditions specified under regulation 7 or the owner has verified his or her ownership or eligibility as the owner of the aircraft.

(3) The owner shall pay a non-refundable application fee set out in Schedule 2 for the re-instatement of the certificate of registration.

14. (1) A certificate of registration shall be revoked by the Authority where —

Revocation of certificate of registration

- (a) after any time an aircraft has been registered in Botswana, an unqualified person becomes entitled as owner to a legal or beneficial interest in the aircraft or has a share to the aircraft;
- (b) the aircraft is destroyed or it is permanently withdrawn from use;
- (c) there is termination of a charter, lease or hire purchase agreement;
- (d) the registered owner has been convicted of an offence under the Act; or
- (e) the registered owner contravenes any of these Regulations.

15. (1) The Authority shall maintain a register and record in it all particulars specified in regulation 6, including the date when a certificate of registration is issued, varied, suspended or revoked.

Register to be kept

(2) The Authority may, where it is necessary after receiving any information under regulation 7, update the register as appropriate.

(3) The Authority shall provide such information to another contracting State as to aircraft registration as may be requested by the contracting State.

(4) Any person who wishes to search and make a copy of any certificate or any other document shall pay a non-refundable application fee set out in Schedule 2.

Inspection of
certificate of
registration

16. A registered owner shall present a certificate of registration for inspection upon the request from the Authority or any person authorised by the Authority.

PART III — *Nationality And Registration Marks*

Nationality and
registration
marks

17. (1) An aircraft, shall not fly unless it bears painted on it or affixed to it, the nationality and registration marks required by that law, in the manner required by the law of the State in which it is registered other than an aircraft permitted under these Regulations to fly without being registered.

(2) An aircraft shall not bear any marks which purport to indicate —

(a) that the aircraft is registered in a State in which it is not in fact registered; or

(b) that the aircraft is a State aircraft of a particular State where it is not in fact such an aircraft, unless the appropriate authority of that State has permitted the bearing of such marks.

(3) The nationality mark for aircraft registered in Botswana shall be A2.

(4) The Authority shall issue registration marks in respect of an aircraft upon being satisfied that the aircraft meets the requirements for registration in Botswana.

(5) The registration marks referred to in subregulation (4) shall be in accordance with the sequence in the Civil Aircraft Register, unless otherwise specified in subregulation (6).

(6) The Authority may assign, in respect of an aircraft, special registration marks in accordance with a procedure specified by the Authority.

(7) For the purpose of this regulation, special registration marks shall refer to aircraft registration marks of the applicant's choice.

(8) A request for special registration marks shall be made to the Authority in writing and shall be accompanied a non-refundable fee set out in Schedule 2.

Lighter-than-air
aircraft-airships

18. The marks on an airship shall appear either on the hull or on the stabiliser surfaces and where the marks appear on the hull, they shall be located lengthwise on each side of the hull and also on its upper surface on the line of symmetry.

Marking and
manner of
affixation

19. (1) A person shall not operate an aircraft registered in Botswana unless the aircraft displays nationality and registration marks in accordance with the requirements of these Regulations.

(2) The marks to be borne by aircraft registered in Botswana shall be —

(a) the nationality mark, A2 for Botswana, followed by a hyphen; and

(b) a group of three capital letters in Roman characters for the registration marks of an aircraft.

(3) The registration mark for an aircraft shall be a group of three capital letters in Roman characters and shall —

(a) start with the letter “U” for a non-type certificated aircraft;

(b) start with the letter “U” for a type certificated balloon;

(c) start with the letters “EX” for an experimental aircraft; and

(d) start with the letter “H” for a helicopter.

(4) The nationality marks and the registration marks under this regulation shall comply with such requirements as may be specified by the Authority.

(5) Marks approved by the Authority for use by a non-type certificated aircraft shall be deemed not to purport to indicate that the non-type certificated aircraft is registered in a State in which it is not registered.

20. (1) Aircraft nationality and registration marks, shall not comprise of a combination of letters, which might be confused with the five-letter combinations used in the International Code of Signals, Part II.

Limitation on use of letters for registration marks

(2) An Aircraft registration shall not comprise of —

- (a) the three-letter combinations beginning with the letter “Q” used in the Q Code;
- (b) the three letter combinations used as distress signal, SOS, or other similar urgent signals such as XXX, PAN, and TTT; or
- (c) any combination of letters which might be deemed offensive.

21. (1) An owner of an aircraft shall affix to each aircraft registered in Botswana an identification plate which shall be —

Identification plate required

- (a) engraved or stamped with the nationality and registration marks and name and address of the registered owner;
- (b) made of stainless steel or other fireproof material of suitable physical properties; and
- (c) secured to the aircraft in a prominent position, near the main entrance, or, in the case of an unmanned free balloon, affixed conspicuously to the exterior of the payload.

(2) Where an aircraft changes details provided for under subregulation (1) (a), the identification plate shall also be changed.

PART IV — *Location of Nationality, Common and Registration Marks*

22. The nationality or common mark and registration mark shall be painted or affixed on the aircraft by any other means ensuring a similar degree of permanence and shall be kept clean and visible at all times.

Display of registration marks

23. (1) The marks on an airship shall appear either on the hull or on the stabiliser surfaces and where the marks appear on the hull, they shall be located lengthwise on each side of the hull and also on its upper surface on the line of symmetry.

Lighter-than-air aircraft-airships

(2) Where the marks appear on the stabiliser surfaces, they shall appear on the horizontal and on the vertical stabilisers, the marks on the horizontal stabiliser shall be located on the right half of the upper surface and on the left half of the lower surface, with the tops of the letters and numbers toward the leading edge, the marks on the vertical stabiliser shall be located on each side of the bottom half stabiliser, with the letters and numbers placed horizontally.

24. (1) The marks required by these Regulations on spherical balloons shall appear in two places diametrically opposite and located near the maximum horizontal circumference of the balloon.

Balloons

(2) The marks required by these Regulations on non-spherical balloons other than unmanned free balloons shall appear on each side and shall be located near the maximum cross-section of the balloon immediately above either the rigging band or the points of attachment of the basket suspension cables.

(3) The side marks required for lighter-than-air aircraft other than unmanned free balloons shall be visible both from the sides and from the ground.

(4) The marks required for unmanned free balloons shall appear on the identification plate.

25. (1) On heavier-than-air aircraft, the marks shall —

Heavier-than-air aircraft

- (a) appear once on the lower surface of the wing structure; and
- (b) be located on the left half of the lower surface of the wing structure unless they extend across the whole of the lower surface of the wing structure.

(2) So far as is possible, the marks shall be located equidistant from the leading and trailing edges of the wings.

(3) The top of the letters and numbers shall be toward the leading edge of the wing.

Fuselage and vertical tail surfaces

26. (1) On heavier-than-air aircraft, the marks shall appear either on each side of the fuselage or equivalent structure between the wings and the tail surface or on the upper halves of the vertical tail surfaces.

(2) The marks shall appear on both sides when located on a single vertical tail surface.

(3) The marks shall appear on the outboard sides of the outer surfaces when located on multi-vertical tail surfaces.

Removal of mark

27. (1) When an aircraft that is registered in Botswana is sold, the registered owner shall, before delivery to the purchaser, remove the nationality and registration marks and the 24-bit Mode S transponder address code, where necessary, unless the purchaser is a citizen of Botswana or other legal entity specified under regulation 4.

(2) Any person who wishes to have the registration marks of his or her aircraft re-assigned to him or her shall apply in writing to the Authority and pay a non-refundable application fee set out in Schedule 2.

PART V — *Measurements of Nationality, Common and Registration Marks*

Size of nationality and registration characters

28. The letters and numbers in each separate group of the nationality and registration marks affixed on any aircraft registered in Botswana shall be of equal height.

Lighter-than-air aircraft

29. (1) The height of the marks on lighter-than-air aircraft other than unmanned free balloons shall be at least 50 centimetres.

(2) The measurements of the marks related to unmanned free balloons shall be determined by the State of Registry, taking into account the size of the payload to which the identification plate is affixed.

(3) In special cases where a lighter-than-air aircraft does not possess parts of sufficient size to accommodate the marks described in subregulation (1), the measurements of the marks shall be determined by the Authority, taking account of the need for the aircraft to be identified readily.

Heavier-than-air aircraft

30. (1) The height of the marks on the wings of heavier-than-air aircraft shall be at least 50 centimetres.

(2) The height of the marks on the fuselage or equivalent structure and on the vertical tail surfaces of heavier-than-air aircraft shall be at least 30 centimetres.

(3) In special cases where a heavier-than-air aircraft does not possess parts corresponding to those mentioned in subregulations (1) and (2), or if the parts are too small to accommodate the marks described therein, the measurements of the marks shall be determined by the Authority, taking account of the need for the aircraft to be identified readily.

PART VI — *Type of Characters for Nationality, Common and Registration Marks*

Type of characters

31. (1) The letters shall be capital letters in Roman characters without ornamentation and numbers shall be Arabic numbers without ornamentation.

(2) The width of each character except the letter I and the number 1 and the length of hyphens shall be two-thirds of the height of a character.

(3) The characters and hyphens shall be formed by solid lines and shall be of a colour contrasting clearly with the background and the thickness of the lines shall be one-sixth of the height of a character.

(4) Each character shall be separated from that which it immediately precedes or follows, by a space of not less than one-quarter of a character width and a hyphen shall be regarded as a character for this purpose.

PART VII — Register of Nationality, Common and Registration Marks

32. (1) The Authority shall maintain a current register showing for each aircraft registered, the information recorded in the certificate of registration.

Register of Nationality, Common and Registration Marks
Identification plate

(2) The register of unmanned free balloons shall contain the date, time and location of release, the type of balloon and the name of the operator.

33. (1) An aircraft registered in Botswana shall carry an identification plate inscribed with the name of owner, nationality and registration marks.

(2) The identification plate shall be secured to the aircraft in a prominent position, near the main entrance, and made of fireproof metal or other fireproof material of suitable physical properties.

(3) In the case of an unmanned free balloon, affixed conspicuously to the exterior of the payload.

(4) In the case of a remotely piloted aircraft, secured in a prominent position near the main entrance or compartment or affixed conspicuously to the exterior of the aircraft if there is no main entrance or compartment.

PART VIII — General

34. (1) An aircraft shall not fly unless it carries the documents that it is required to carry under the law of the State in which it is registered.

Documents to be carried

(2) An aircraft registered in Botswana shall, when in flight, carry documents in accordance with the instructions given or requirements specified by the Authority.

35. A pilot-in-command of an aircraft shall, within a reasonable time after being requested to do so by any person authorised by the Authority, cause to be produced to that person the certificate of registration in force in respect of the aircraft; and such other documents as the aircraft is required to carry when in flight.

Production of documents

36. The Authority may authorise, in writing, any person to inspect and copy any certificate, document or record which is required to be carried under regulation 19.

Power to inspect and copy records

37. (1) A person shall not, with intent to deceive —

Offences

(a) use any certificate, mark, exemption or other document issued or required under these Regulations which has been forged, altered, revoked or suspended, or to which he or she is not entitled;

(b) lend any certificate, exemption or other document issued or having effect under these Regulations to, or allow it to be used by, any other person; or

(c) make any false representation for the purpose of procuring for himself or herself or any other person the grant, issue, renewal or variation of any such certificate, mark, exemption or other document.

(2) In these Regulation a reference to a certificate or other document includes a copy or purported copy of the certificate or other document.

(3) A person shall not —

(a) intentionally damage, alter or render illegible any certificate, entry, code or other record required to be maintained under these Regulations;

(b) knowingly make, or procure or assist in the making of any false entry in or material omission from any certificate, code or record; or

(c) destroy any certificate, entry, code or record during the period for which it is required under these Regulations to be preserved.

(4) A person shall not purport to issue any certificate, mark or code for the purposes of these Regulations unless he or she is authorised to do so by the Authority in writing.

General penalty

38. Any person who contravenes any of the provisions of these Regulations commits an offence and is liable to a fine not exceeding P50 000, or to imprisonment for a term not exceeding 10 years, or to both.

Revocation of
S.I. No. 21 of
2012

39. The Civil Aviation (Aircraft Nationality and Registration Marks) Regulations are hereby revoked.

Savings

40. (1) Any certificate of registration issued prior to the commencement of these Regulations shall remain valid until the expiry, or, where the expiry period is not specified, for a period of six months from the commencement of these Regulations, unless otherwise revoked.

(2) Any nationality marks or registration marks assigned to an aircraft before the commencement of these Regulations shall continue to be valid as if the assignment was done under these Regulations.

SCHEDULES

SCHEDULE 1

(Reg. 4 (1))

FIGURE A CLASSIFICATION OF AIRCRAFT

Table 1. Classification of aircraft

AIRCRAFT	Lighter-than-air aircraft	Non-power-driven; balloon	Free balloon	Spherical free balloon Non-spherical free balloon		
			Captive balloon	Spherical captive balloon Non-spherical captive balloon ¹		
		Power-driven	Airship	Rigid airship Semi-rigid airship Non-rigid airship		
				Non-power-driven	Glider Kite ⁴	Land glider Sea glider ²
	Heavier-than-air aircraft	Power-driven	Acroplane	Landplane ¹ Seaplane ² Amphibian ²		
				Rotorcraft	Gyroplane	Landgyroplane ¹ Sea gyroplane ² Amphibian gyroplane ²
					Helicopter	Land helicopter ¹ Sea helicopter ² Amphibian helicopter ²
		Ornithopter	Land ornithopter ³ Sea ornithopter ² Amphibian ornithopter ²			

1. Generally designated "kite-balloon".
2. "Float" or "boat" may be added as appropriate.
3. Includes aircraft equipped with ski-type landing gear (substitute "ski" for "land").
4. For the purpose of completeness only.

FORM A
APPLICATION FOR AIRCRAFT REGISTRATION
(Reg. 7 (1))

CAAB Form AIR 101



CIVIL AVIATION AUTHORITY OF BOTSWANA
 P. O. Box 290, Gaborone, Botswana Tel: +267 3588200 / 3588200 Fax +267 3930165

FLIGHT SAFETY DIRECTORATE

APPLICATION FOR AIRCRAFT REGISTRATION

A. APPLICATION	<input type="checkbox"/> Initial issue of Certificate of Registration <input type="checkbox"/> Duplicate Certificate of Registration
This application is for: (Tick applicable box)	

B. REGISTRATION MARK	
If there is a mark reserved or existing for this aircraft, fill that mark, otherwise leave blank and CAAB will allocate the next available mark.	A 2 - <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>

C. AIRCRAFT DETAILS	
1. Aircraft Classification	<input type="checkbox"/> Aeroplane <input type="checkbox"/> Rotorcraft <input type="checkbox"/> Other (specify) <input style="width: 100px;" type="text"/>
2. Does the aircraft have a Type Certificate?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Aircraft manufacturer	<input style="width: 150px;" type="text"/>
Country of Manufacture	<input style="width: 150px;" type="text"/>
Model and series	<input style="width: 150px;" type="text"/>
Year of Manufacture	<input style="width: 150px;" type="text"/>
Serial number	<input style="width: 150px;" type="text"/>
Type Certificate No.	<input style="width: 150px;" type="text"/>
Maximum Certified Take-off Mass	<input style="width: 100px;" type="text"/> Kg
No. of seats (including crew)	<input style="width: 100px;" type="text"/>
3. Engine	
Engine Manufacturer	<input style="width: 150px;" type="text"/>
Engine model	<input style="width: 150px;" type="text"/>
Engine type	<input type="checkbox"/> Piston <input type="checkbox"/> Turboprop <input type="checkbox"/> Jet turbine <input type="checkbox"/> Not Applicable
No. of engines	<input style="width: 50px;" type="text"/>
4. Propeller	
Propeller manufacturer	<input style="width: 150px;" type="text"/>
Propeller model	<input style="width: 150px;" type="text"/>

D. ELIGIBILITY TO REGISTER AIRCRAFT	
State if the Registered Owner is:	<input type="checkbox"/> (1) A citizen of Botswana <input type="checkbox"/> (2) Person <i>bonafide</i> resident of Botswana <input type="checkbox"/> (3) A corporation lawfully incorporated and doing business under the laws of Botswana <input type="checkbox"/> (4) A government entity of Botswana <input type="checkbox"/> (5) An applicant other than the above <i>[explain below]</i>
NOTE: If (5) applies, provide full details of ownership and reasons for registration, and attach supporting documentation.	<input style="width: 100%; height: 100%;" type="text"/>

E. PREVIOUS REGISTRATION DETAILS	
Previous State of Registry <input style="width: 150px;" type="text"/>	Previous registration marks <input style="width: 100px;" type="text"/>
Name and address of previous aircraft owner/operator <input style="width: 480px; height: 25px;" type="text"/>	
Has this aircraft ever been registered in Botswana before? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, enter previous Botswana registration marks <input style="width: 80px;" type="text"/>	

F. OWNERSHIP INFORMATION		
F.1 Registered Owner <i>(Details of the person in whose name the aircraft will be registered)</i>		
Name (in full) of Registered Owner <input style="width: 320px;" type="text"/>		
Address <input style="width: 520px;" type="text"/>		
Telephone <input style="width: 100px;" type="text"/>	Mobile <input style="width: 100px;" type="text"/>	Fax <input style="width: 100px;" type="text"/>
E-mail <input style="width: 320px;" type="text"/>		
F.2 Other interests <i>(Details of other person having legal, beneficial or other interest in the aircraft)</i>		
Name (in full) <input style="width: 480px;" type="text"/>		
Address <input style="width: 520px;" type="text"/>		
Telephone <input style="width: 100px;" type="text"/>	Mobile <input style="width: 100px;" type="text"/>	Fax <input style="width: 100px;" type="text"/>
E-mail <input style="width: 320px;" type="text"/>		
F.3 Other interests <i>(Details of other person having legal, beneficial or other interest in the aircraft)</i>		
Name (in full) <input style="width: 480px;" type="text"/>		
Address <input style="width: 520px;" type="text"/>		
Telephone <input style="width: 100px;" type="text"/>	Mobile <input style="width: 100px;" type="text"/>	Fax <input style="width: 100px;" type="text"/>
E-mail <input style="width: 320px;" type="text"/>		
<i>NOTE: Relevant information on additional interests must be attached to this application</i>		
F.4 Is the aircraft the subject of a charter, lease or hire purchase agreement? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes, state period of charter, lease or hire purchase agreement <input style="width: 80px;" type="text"/>		
<i>NOTE: Attach certified copies of agreements signed and dated by all interested parties.</i>		

G. CUSTOMS IMPORT FORMALITIES <i>(Imported Aircraft Only)</i>	
Evidence of compliance with Customs Import Formalities (BURS Form C. MISC 46) must be attached to this application.	

H. UTILIZATION

1. State purpose for which aircraft will be utilized [Tick applicable box]

- A - Transport (Passenger)
 B - Transport (Cargo)
 C - Aerial Work
 D - Private
 E - Other [Select this option if you answered NO in C.2]

2. Will this aircraft be operated for compensation or hire and reward? YES NO**NOTE:** If you answered YES to above question, you must provide information required in items H.3 to H.6 below.

3. Air Transport License (ATL) No. Air Operator's Certificate (AOC) No.
4. AOC Holder's name and Address
5. Contact telephone Fax
6. AOC valid until [day-month-year]

I. FEES

1. Fees payable in respect of this application are as follows:

- (a) Application Fee
(b) Reservation of special registration letters (if applicable)
(c) Issuance of Certificate of Registration or Duplicate [Payable when collecting certificate or duplicate]

2. Select method of payment: Cash [Please do not enclose cash in the application]
 Cheque
 Direct deposit / Electronic Funds Transfer
[See CAAB Account details in item below]

3. CAAB Account details

Name of Account: Civil Aviation Authority of Botswana
Name of Bank: Barclays Bank of Botswana Branch Name: Barclays House
Branch Code: 29 96 67 Account Number: 1002208 Swift Code: BARCBWGX

NOTE: For more information on payment options consult the Fees Regulations currently in force or contact Accounts office at +267 3688200**J. APPLICANT'S DECLARATION**

I, the undersigned, hereby certify that the particulars in this application are true in all respects.

Name (in full)

Signature

Date (day - month - year)

FORM B
APPLICATION FOR AIRCRAFT DE-REGISTRATION
(REG.12 (2))

CAAB Form AIR 107



CIVIL AVIATION AUTHORITY OF BOTSWANA
 P. O. Box 250, Gaborone, Botswana Tel: +267 3688200 / 3688200 Fax: +267 3930165

FLIGHT SAFETY DIRECTORATE
APPLICATION FOR DEREGISTRATION

A. APPLICABILITY	
Use this form to apply for cancellation of aircraft registration and removal/delisting of the aircraft from Botswana Civil Aircraft Register in accordance with Regulation 10 of the Civil Aviation (Aircraft Nationality and Registration Marks) Regulations, 2012.	
B. AIRCRAFT DETAILS	
Nationality and Registration Mark (as noted on the certificate of registration)	A 2 - <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>
Classification of Aircraft <input type="checkbox"/> Aeroplane <input type="checkbox"/> Rotorcraft <input type="checkbox"/> Other (specify) <input style="width: 100px;" type="text"/>	
Aircraft manufacturer <input style="width: 150px;" type="text"/>	Model and series <input style="width: 150px;" type="text"/>
Serial number <input style="width: 150px;" type="text"/>	
Engine Manufacture <input style="width: 150px;" type="text"/>	Model <input style="width: 150px;" type="text"/>
Engine type <input type="checkbox"/> Piston <input type="checkbox"/> Turboprop <input type="checkbox"/> Jet turbine <input type="checkbox"/> Not Applicable	No. of engines <input style="width: 30px;" type="text"/>
Propeller manufacturer <input style="width: 150px;" type="text"/>	Model <input style="width: 150px;" type="text"/>
C. REQUEST FOR DEREGISTRATION	
State reason(s) for deregistration	
<input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/> <input style="width: 100%; height: 20px;" type="text"/>	
NOTE: The aircraft will be deleted from Botswana Civil Aircraft Register as soon as possible; therefore, applicants are advised not to submit this form until they are ready for the deregistration to take place, and are sure that the aircraft is not and will no longer be operating under Botswana registration.	
D. State the Country where the aircraft will be registered	
<input style="width: 100%;" type="text"/>	
E. REGISTERED OWNER	
Provide full details of the person in whose name the aircraft is currently registered.	
Name in full <input style="width: 150px;" type="text"/>	Signature <input style="width: 150px;" type="text"/>
Date <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/>	
Address <input style="width: 100%; height: 20px;" type="text"/>	
Telephone <input style="width: 100px;" type="text"/>	Fax <input style="width: 100px;" type="text"/>
E-mail <input style="width: 150px;" type="text"/>	
CAAB Form AIR 107	08 March 2013
Page 1 of 3	

Form C
CERTIFICATE OF REGISTRATION TEMPLATE
(Reg. 8 (2))

REPUBLIC OF BOTSWANA

Certificate Serial No	 CIVIL AVIATION AUTHORITY OF BOTSWANA CERTIFICATE OF REGISTRATION	CAAB Form AIR 202
1. Nationality and Registration Marks	2. Manufacturer and Manufacturer's Designation of Aircraft	3. Aircraft Serial No.
4. Name of Owner:		
5. Address of Owner:		
6. It is hereby certified that the above described aircraft has been duly entered on the Register of the Republic of Botswana in accordance with the Convention on International Civil Aviation dated 7 December 1944 and Regulation 6 of the Civil Aviation (Nationality and Registration Marks) Regulations.		
Date of Issue:	Signature:	
	For/Civil Aviation Authority of Botswana	

No Entries or Endorsements may be made on this Certificate of Registration except by Authorised Officer of the Civil Aviation Authority of Botswana.
 If this Certificate is lost, kindly return it to the Civil Aviation Authority of Botswana, P.O. Box 250 Gaborone, Botswana.

FORM D
CERTIFICATE OF DE-REGISTRATION
(Reg. 12 (2))

CAAB Form AIR 204



REPUBLIC OF BOTSWANA
CIVIL AVIATION AUTHORITY OF BOTSWANA

CERTIFICATE OF DEREGISTRATION

No. B/DRG / /

Aircraft Make and Model:

Serial Number:

Registration Marks:

Registered Owner

Name:

Address:

Date of Deletion from Botswana Civil Aircraft Register:

This Certificate of Deregistration is Issued pursuant to Regulation 10 of the Civil Aviation (Aircraft Nationality and Registration Marks) Regulations, 2012 in respect of the abovementioned aircraft.

Date of Issue

For Civil Aviation Authority of Botswana

(Signature)

This certificate is not transferable.

SCHEDULE 2

Fees

(Reg. 7(g), 8 (3), 10 (3), 11 (2), 12 (3), 13(3), 15 (4, 17 (8) and 27 (2))

Fees in respect of Certificate of Registration (C ofR (in Pula)

Note: Application fee for any certificate, licence, permit, approval or authorisation issued under these Regulations shall be charged P640.00.

Regulation		<i>Not exceeding 5700 kg (weight)</i>	<i>Exceeding 5700 kg (weight)</i>
7(g)	1. Issuance of Certificate of Registration		
	• General Aviation	556.60	1,113.20
	• Aerial work	1,619.20	3,238.40
	• Commercial Air Transport (Passengers)	1,771.00	3,080.00
	• Commercial Air Transport (Cargo)		
	• Others	825.00	1,650.00
7(g)	2. Inspection of aircraft outside Botswana for registration	11,000.00 (or US\$ equivalent)	16,500.00 (or US\$ equivalent)
8 (3)	3. Assignment of 24-bit Mode S transponder address code	506.00	759.00
10 (3)	4. Variation or change of ownership and issue of fresh Certificate of Registration	1,012.00	2,024.00
11 (2)	5. Fees payable for each duplicate of certificate of registration	506.00	759.00
12 (3)	6. Issuance of de-registration certificate		
	• General Aviation	278.30	556.60
	• Aerial Work	556.60	1,113.20
	• Commercial Air Transport (Passengers)	885.50	1,771.00
	• Commercial Air Transport (Cargo)		
	• Other	759.00	1,518.00
13 (3)	7. Re-instatement of Certificate of Registration	137.50	137.50
15 (4)	8. Search of copies of documents/certificate	506.00	759.00
17 (8)	9. Grant of special registration letters	5,060.00	7,590.00
27 (2)	10. Re-assignment of registration marks	2,200.00	3,300.00

MADE this 8th day of June, 2022.

ERIC M. MOLALE,
Minister of Transport and Public Works.