



Civil Aviation Regulatory Commission

Procedures for Issuing a Landing Permit for Aircraft Flights of Private Property

Aircraft Flight of Private Property :- It is nonscheduled flight for special purposes and it is not for the public . it is not based on commercial basis, and it is out of the charter flights. it shall not be for governmental and official business or the business of international and regional organizations.

Documents and Information to be Submitted by the Applicant:

- Landing Permit application in the Jordanian Airports through [a supervision agent](#).
Application shall include:

- A. Operator name .
- B. Nationality and Registration marks of the Aircraft.
- C. Type of Aircraft.
- D. Aircraft Call Sign .
- E. Date and time of the flight .
- F. Flight Route.
- G. Purpose of the flight.
- H. Address of the applicant.
- J. valid insurance certificate .
- K. A valid Airworthiness certificate.
- L. Name of Capitan and Crow member .
- M. method of payments concerning Aircraft and fueling .

Notes:

If a landing annual permit is required, [\(Form 10 – 2003\)](#) shall be submitted before (3) working days of operation and attached with required documents .

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Sequence and Details of the Work Stages :

- 1. The applicant shall apply for Landing permit in the Jordanian airports through [a supervision agent](#) before (24) hours for one flight and (3) three working days in case of requesting annual permit as from the date of operating the flight including all the required documents by E-Mail airclearances@carc.gov.jo or Fax No .00/962/6/4874756 or through *(AFTN) system .**
- 2. In case of approval , a permit shall be issued and the [supervision agent](#) shall be informed .**
- 3. If the application is not approved , the [supervision agent](#) shall be informed and reasons shall be mentioned.**

Time Needed to Issue a Landing Permit for Aircraft Flights of Private Property:

The process of issuing a Landing permit for aircraft of private property takes (24) hours for one flight and (3) three working days in case of requesting annual permit after receiving all requirements .

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