



Civil Aviation Regulatory Commission

Procedures for Issuing a landing Permit for Flights of Special Purposes (Air Taxi)

Flight of Special Purposes (Air taxi) : It is unscheduled flight and it is not for the public . it is based on commercial basis, and it is out of contingency flights for tourism programs . it shall not serve governmental ,official and international , regional organizations.

Documents and Information to be Submitted by the Applicant:

1.landing Permit application through a [supervision agent](#). The 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 Crew member .
- M. method of payments concerning Aircraft and fueling .

Notes:

In case of requesting a landing permit for the first time or an annual permit, the application shall be submitted ([Form 10-2004](#)) including all required documents listed in the application Form.



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In case of applying for an annual permit , the Airlines company – through the [supervision agent](#) – shall present an application for a landing permit for each flight.

- Sequence and Details of the Work Stages:

1. the applicant shall apply for a landing permit in Jordan airports, through a [supervision agent](#) before (72) hours for the first time and then (24) hours as from the date of operating the flight, including all the requirements by E-Mail airclearances@carc.gov.jo or fax No.00/962/6/4874756 or through *(AFTN)system.
2. In case of approval , the permit shall be issued and the [supervision agent](#) shall be informed the number of the permit .
3. In case the application is not approved , the [supervision agent](#) shall be informed and the reasons shall be mentioned.

- Time needed to Issue a landing permit for Flight of Special Purposes(Air Taxi)

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The process of issuance a landing permit for flights of special purposes takes (72) seventy two hours for the first time and then (24) hours after receiving all the requirements.

AFTN: Aeronautical Fixed Telecommunication Network*