**ISSUANCE OF AIRCRAFT MAINTENANCE LICENCE**

CHECKLIST FOR ISSUANCE APPLICATIONS

Name of the Applicant:

Date:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Yes**  | **No**  | **Remarks** | **Office Use** |
| Duly completed the application (form 19) |  |  |  |  |
| Birth certificate (Original & copy) submitted |  |  |  |  |
| NIC (Original & copy) submitted |  |  |  |  |
| AML Basic course completed certificate with detailed results sheet submitted(with CAASL reference no) |  |  |  |  |
| CAASL exams completed certificate submitted |  |  |  |  |
| Work sheet or Log book submitted(Original and Copy) |  |  |  |  |
| Two color photos submitted(2.5 by 2cm)  |  |  |  |  |
| If the applicant is working in Air-force, in addition to that recommendation letter from the director of engineering and service letter submitted |  |  |  |  |

I understand that my application will not be processed unless I produce the original certificates/ documents to the TOPL section and make the relevant payments.

I hereby certify that the particulars given by me in this application are true and correct.

………………………………………….

(Applicant’s Signature)

The Application and documents received on …………………………………. and payment made.

Payment Receipt number …………………..

…………………………………..

(Receiving Officer’s signature)

Remarks