



Refer to the Form 028 [Guidelines](#) for instructions on completing this form.

Use this application form 028 to apply for the reservation of a registration mark under Civil Aviation Safety Regulation 1998 (CASR) 47.145.

Note:

- Only one mark can be reserved per form.
- The reservation will be valid for 12 months from the date of reservation.
- Extensions of reservations are not permitted.

Please read the Form 028 Guidelines carefully before completing and lodging this form.

Privacy. Information that you provide in this form is governed by CASA's privacy statement included in the guidelines.

For CASA use only

Section 1 – Requested Registration Mark

(See section guidelines.)

Insert:
(mandatory) **VH-**

Section 2 – Aircraft Details

(See section guidelines.)

Q: Is the aircraft a production aircraft Is the aircraft a non-production aircraft

Manufacturer

Model

Serial number

If full aircraft details are not available you must supply, at minimum, a manufacturer and aircraft type (eg Boeing 737) along with a full explanation of why the mark is required and why full details cannot be provided. The decision on whether or not to approve an application under these circumstances rests solely with the Registrar.

If there is not enough space below, enclose a separate letter of explanation.

<p>.....</p> <p>.....</p> <p>.....</p>
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Section 3 – Owner Details

This should be the name of the intended registration holder — either an individual or an organisation. (See section guidelines.)

Q: Is the owner an individual or an organisation?

An individual

An organisation

3.1 Owner Details (This section should be completed in the name of one legal entity only.)

Title (Individual only) Mr Miss Mrs Ms Other

ACN (Organisation only)

ARN (Individual or Organisation)

Organisation's Legal Name or Individual's Family Name

Individual's Given names

Address 1

(Individual's Residential Address Or Organisation's Physical Address)

State

Postcode

Country

Owner Details (Contd.)
 Insert:

VH-

 (mandatory)

Address 2			
(Individual's or Organisation's Postal Address, if different to Address 1)	State		Postcode
	Country		
Address 3			
(Organisation's Registered office address as listed with ASIC)	State		Postcode
	Country		
Contact details	Phone [BH]		Fax
	Phone [AH]		Mobile
	Email		

u Go to Section 4.

Section 4 – Signature of Owner or Owner's Representative

(See section guidelines.)

Print name _____ Signature Date: / /

(Enter name and signature and, if applicable tick the appropriate box below.)

Director
 Company Secretary
 CEO
 President
 Vice President
 Other

Section 5 – Payment of Reservation Fee

Applicant Details

VH-Mark

ARN

Organisation or Family Name:		
First Name (If applicable)		Date of Birth: / /
Current Postal Address	State: Postcode:	

Fees

12.5	Reservation of a registration mark – processing and consideration of application	\$ 65.00
Total cost		\$

Details Of Person Making Payment (If Not The Applicant)

ARN

The receipt will be sent to the applicant's current postal address unless CASA is advised otherwise.

Organisation or Family Name:		
First Name (If applicable)		
Current Postal Address	State: Postcode:	

Payment Advice

I authorise the Civil Aviation Safety Authority to debit the following amount from my:

Mastercard		Visa			
Card Number:	<input type="text"/>	<input type="text"/>	<input type="text"/>	Expiry Date:	<input type="text"/> / <input type="text"/>
Card Holder Name (please print)				Total:	\$ <input type="text"/>
Signature			Date:	/ /

If payment is being made by Cheque or Australian Money Order, please attach. Please make payable to **CASA**.

CASA Use Only

Receipt details Date payment received: / / Receipt Number:

PAYMENT OPTIONS:

- ATTACH THIS PAYMENT ADVICE (AND CHEQUE, MONEY ORDER) TO THE APPLICATION FORM.
- POST TO CLARC - CASA, GPO BOX 2005, CANBERRA ACT 2601.
- FAX TO 02 6217 1991 (+61 2 6217 1991 from outside of Australia).
- PHONE (CREDIT CARD PAYMENT ONLY) TO CLARC AT 1300 737 032 (+61 2 6217 1449 from outside Australia).

Form Checklist

u Please answer the question below before you lodge this form.

Q1. If any of the following is applicable, have you enclosed the required documentation?

- | | | |
|---|----|-----|
| • A letter of explanation if required (Section 2) | No | Yes |
|---|----|-----|

Q2. Have you included your payment of \$65.00?	No	Yes
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All required enclosure(s) must be submitted with this form. Your application will not be processed until the necessary supporting documentation and payment is received by CASA.

If you are sending material relating to this application by email, please check the appropriate box: Yes No
I am aware of, and accept, the risk that information sent via email may be intercepted and read during transmission, not delivered or modified. (If you do not accept the risk, material will be sent by post.)

For information on CASA's Privacy Policy, please visit <http://www.casa.gov.au/tools/privacy/index.htm>

The Federal Government TimeSaver initiative aims to assess the time taken to complete Government forms. Please indicate the approximate time taken to complete this form. Hrs Mins