

# Darwin International Airport AUTHORITY TO USE AIRSIDE (AUA) APPLICATION FORM-AD002

This form is to be used when applying for a new Authority to Use Airside Permit (AUA) or when renewing a current AUA Permit due to its forthcoming expiry.

Prior to applying for an AUA as a new operator at Darwin International Airport (DIA), applicants are required to complete and submit an Airside Vehicle Indemnity and Release Form and provide evidence of Public Liability insurance for an amount not less than AUD \$20 million.

In this application you must demonstrate an operational need to drive a vehicle on the airside on a frequent and unescorted basis. You must further show that the operational task(s) cannot be otherwise undertaken landside.

All vehicles driven on the airside of Darwin International Airport (DIA) must display a current AUA Permit.

To be completed in **BLOCK CAPITALS** only please.

## PART 1 – APPLICANT DETAILS

To be completed by ALL applicants:

<input type="checkbox"/> New AUA		
<input type="checkbox"/> Renewal:	Existing AUA No: _____	Expiry Date: ____/____/____ <small>Day Month Year</small>
Company Name:	_____	
ACN/ABN:	_____	
Contact Name:	_____	
	<small>Given Name</small>	<small>Surname</small>
ASIC No:	_____	
Job Title:	_____	
Phone Number: (Please tick preferred)	<input type="checkbox"/> Home _____	
	<input type="checkbox"/> Work _____	
	<input type="checkbox"/> Mobile _____	
Business Address:	_____	
	Suburb _____	State _____ Postcode _____
Email Address:	_____	

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## PART 2 – VEHICLE DETAILS

### SECTION A – VEHICLE SPECIFICATIONS

Make: _____	Model: _____
Year: _____	Registration: _____
Serial/Chassis No: _____ (If not registered)	
Special Features:   	

### SECTION B – CRITERIA FOR USE

This Application Form must meet one or more of the following criteria for the issue of an AUA Permit to be approved

- Be directly involved with the operations or servicing of aircraft
- Be directly involved with the servicing of Ground Servicing Equipment (GSE)
- Be directly involved with the servicing, maintenance or construction of airside infrastructure, equipment, buildings or other airside facilities, and that these areas cannot be reached via the landside
- Have a need or authority to carry out regulatory or law enforcement activities airside
- Require access to an operational facility located airside for the purpose of conducting duties

### SECTION C – VEHICLE MARKINGS AND BEACON

All vehicles which are intended to be used on the airside must meet the following:

- Displays on top of the vehicle or highest point a rotating amber beacon which is visible from all angles (360 degrees) around the vehicle
- Operator/company name or logo displayed on the vehicle

### SECTION D – COMMUNICATIONS EQUIPMENT

Is this vehicle required to operate on the manoeuvring area and communicate with ATC. If Yes please provide details of radio communication equipment. If a call sign is already issued, please advise current call sign.

- No
- Yes – Radio Fitted: \_\_\_\_\_  
Call Sign: \_\_\_\_\_

*For Operators with multiple vehicles you are permitted to print and complete this page for each separate vehicle/GSE and attach with the application.*

### PART 3 – INSURANCE DETAILS

Vehicle Insurance: Insurer: \_\_\_\_\_  
\_\_\_\_\_  
Expiry Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Day Month Year  
Amount of Cover: \_\_\_\_\_

AND

Public Liability Insurance: Insurer: \_\_\_\_\_  
\_\_\_\_\_  
Expiry Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Day Month Year  
Amount of Cover: \_\_\_\_\_  
(\$20M minimum)

Please Note: Copies of Insurance Certificates must be attached to this Application Form. Insurance MUST cover the use of this vehicle airside.

### PART 4 – APPLICANT

To be completed by Company Authorised Signatory only:

I, \_\_\_\_\_ acknowledge that:  
Print Name

- (i) I have read and understood the Airside Vehicle Control Handbook in relation to vehicle/equipment requirements;
- (ii) It is a condition of an AUA that the Vehicle comply with the Handbook and the *Airports (Control of On-Airport Activities) Regulations 1997*;
- (iii) Failure to comply with the Handbook and/or the Regulations may result in the AUA being suspended or withdrawn;
- (iv) Public Liability Insurance for an amount not less than AUD \$20 million will be maintained;
- (v) It is the Vehicle operator's responsibility to ensure the vehicle/equipment meets the applicable industry standards and is maintained in safe working condition at all times;
- (vi) Consent to DIA collecting, using and disclosing any personal information contained in this application form in accordance with the *Privacy Act 1988* and the DIA Privacy Policy as detailed on our website.

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Signature Day Month Year

## PAYMENT

Payment for AUA applications must be made at the time of submission, no applications will be accepted without payment.

AUA Application cost: \$80 (Inc GST)

DIA accepts the following methods of payment:

- Cash
- EFTPOS
- Credit
- Cheque made payable to Darwin International Airport

Your company has the option of providing DIA with an Ongoing Credit Card Authority Form that will be securely retained by us and used for payment each time the company submits an application. Alternatively, you can attach a Single Payment Credit Card Authority Form that we will use for once off payment. Both of these forms are available on our website at [www.darwinairport.com.au](http://www.darwinairport.com.au).

## CHECKLIST

Airside Vehicle Indemnity and Release Form signed, executed and on file with DIA

Please ensure you have attached the following documents to your completed application:

- Copy of Insurance Certificate(s)
- Copy of Vehicle Registration (or Copy of Service Inspection Report or Certificate of Compliance)

## OFFICE USE ONLY

### ADDITIONAL CHECKS

- Insurance Certificates attached
- Vehicle Rego / Inspection Report attached
- Indemnity & Release Form on File
- Vehicle Displaying Operator Logo / Beacon / Radio

### PAYMENT

Method: CC / CASH / CHEQUE / ACCOUNT

Receipt#: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Initial: \_\_\_\_

### PROCESSING

Received: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Initial: \_\_\_\_

Inspection: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Initial: \_\_\_\_

Issued: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Initial: \_\_\_\_

AUA Permit No: \_\_\_\_\_

### NOTES