

❖ Permit Request to Land at Jordanian Airports for Non-scheduled Flights (Charter or Private).

1) Service Name:

Permit request to land at Jordanian airports for non-scheduled landing flights (charter or private).

2) Definitions:

Non-scheduled flights: charter flights that do not include direct booking for its flights, and are regulated by [Jordan Civil Aviation Regulations Part \(203\)](#), (general aviation (medical evacuation flight), technical stops (passengers and/or cargo/ferry), private flights, maintenance flights and test flights).

Technical stop flight: the flight that lands at Jordanian airports for the purpose of ((refueling and/or changing flight plan) and/or flight crew rest) without loading or unloading of the aircraft.

Private flights: flights with a private purpose (Air Taxi) that are non-scheduled, not offered to the public on commercial basis, are outside the scope of charter flights tourism programs, and the purpose of which should not be governmental and official business or the work of international and regional organizations.

Forbidden Dangerous Goods: Prohibited materials in accordance with the Civil Aviation Law in force, the Instructions issued pursuant to it, or the decisions of the Council.

3) Required Documents & Information:

Permit request form to land at Jordanian airports non-scheduled flights (charter or private) (**CARC Form 10 OF -0301**) with all required documents through a [licensed Aircraft service supervision agent for charter and private flights](#), or the representative or the local general sales agent (**GSA**) of the designated airlines operating into Jordan.

4) Procedures:

1. The applicant shall submit the permit request form to land at Jordanian airports for non-scheduled flights (charter or private) (**CARC Form 10 OF -0301**) duly completed with all required documents and information attached, through a licensed Aircraft **service supervision agent for charter and private flights**, or the representative or the local general sales agent (**GSA**) of the designated airlines operating into Jordan **[48]** hours prior to the start of operation, or **[5]** working days prior to the date of flight carrying forbidden dangerous goods on board to the following email airclearances@carc.gov.jo. In case the operation period is for **(6)** months or more, the airline security program must be submitted **[60]** working days prior to the operation date (The program must be submitted by an authorized person of the relevant airline) for approval.
2. In case of approval, the permit will be issued and the applicant will be informed of the permit number via an electronic message.
3. In case the request is not approved, the applicant will be notified with the reasons thereof via an electronic message.

5) Notes:

- A request for any modification or addition of flights shall be submitted **[24]** hours prior to flights time to the following e-mail: airclearances@carc.gov.jo for approval.
- In case of carrying forbidden dangerous goods on board of any flight, an application shall be submitted containing the nature of the dangerous goods according to the specified number (**UN Number**), as well as the (**Air waybill**), to the following email: airclearances@carc.gov.jo, **[5]** working days prior to the flight date for approval.

6) Required Time for Approvals & Permit Issuance:

- [60] Working days upon receipt of the request for an operation of a period of (6) months or more duly completed with all required documents and information attached for permit issuance.
- [48] Hours at least prior to the flight operation date upon receipt of the application duly completed with all required documents and information attached for permit issuance.
- [24] Hours prior to modified or added flights operation time upon receipt of the request with all required documents and information attached for approval issuance.
- [4] Working days prior to operation date of flights with forbidden dangerous goods on board upon receipt of all requirements for approval issuance.

7) Civil Aviation Regulations Related to Dangerous Goods:

- JCAR Part OPS 1 / Subpart R (which replaced JCAR part 120).