

❖ Permit Request for Maintenance (Landing or Take-off) or Test Flight.

1. Service Name:

Permit request for Maintenance (landing or take-off) or test flight.

2. Definitions:

Maintenance flights: any inbound flight to the kingdom for the purpose of maintenance, restoration, repair or replacement of spare parts by approved local maintenance organization.

Test flights: any flight performed while the aircraft is in the facilities of a local approved maintenance organization for testing purposes, which is not considered the final departure flight from the maintenance facilities, or any flights required by the air operator to verify the airworthiness of the aircraft.

3. Required Documents & Information:

- Maintenance (landing or takeoff) or test flight permit request form (**CARC Form 10 OF-0303**) with all required documents attached and submitted through a local approved maintenance organization.

4. Procedures:

1. The applicant shall send the Maintenance (landing or takeoff) or test flight permit request form (**CARC Form 10 OF-0303**) duly completed with all required documents and information attached **[48]** hours prior to the date of flight operation to the following e-mail: airclearances@carc.gov.jo through a local approved maintenance organization.

2. In case of approval, the permit will be issued and the local approved maintenance organization will be notified of the permit number via an electronic message.
3. In case the application is not approved, the local approved maintenance organization will be notified of the reasons thereof via an electronic message.

5. Notes:

- A request for any modification of flight shall be submitted **[24]** hours prior to flight time to the following e-mail: airclearances@carc.gov.jo for approval.

6. Required Time for Approvals & Permit Issuance:

- **[48]** Hours upon receipt of the application duly completed with all required documents and information attached for permit issuance.
- **[24]** Hours prior to modified flight operation time upon receipt of the request with all required documents and information attached for approval issuance.