

Application for Unmanned Aerial Vehicle (Drone) Consent

 App. ID

Applicant Details

Name	<input style="width: 95%;" type="text"/>	Postal Address	<input style="width: 95%; height: 60px;" type="text"/>
Phone	<input style="width: 95%;" type="text"/>		
Mobile	<input style="width: 95%;" type="text"/>		
Email	<input style="width: 95%;" type="text"/>	Post Code	<input style="width: 150px;" type="text"/>

Notes

- Under 15kg – CAA Rules Part 101 applies – complete this Application form.
- 15-25kg – CAA Rules Part 101 applies – you must obtain approval from Model Flying New Zealand (MFNZ) before applying to Council.
- Over 25kg – CAA Rules Part 102 applies – obtain consent from the CAA New Zealand before requesting consent from Council.
- Permits can be issued for a maximum duration of six months.

Details of Planned UAV Flying Activity

Request to operate UAV over:	Local Roads <input type="checkbox"/> Parks/Reserves <input type="checkbox"/> Harbour Area <input type="checkbox"/> <i>(Please tick)</i>
Location:	<input style="width: 95%; height: 20px;" type="text"/>
Description of Activity:	<input style="width: 95%; height: 20px;" type="text"/>
	<i>If you are filming, please complete a separate Filming Approval Application Form</i>
No. of Persons Involved:	<input style="width: 95%;" type="text"/>
Operation Start/End Date/Time:	<input style="width: 95%; height: 20px;" type="text"/>

UAV (Drones or Model Aircraft) Details

Type of UAV	Manufacturer	Model	Serial No.	Weight of UAV	Range of UAV
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

Declaration

- I have read, understood and will comply with the CAA Rules Part 101 (and Part 102 if applicable) when operating the UAV or when supervising the operation of the UAV.
- I am over 16 years of age or will be supervising someone under the age of 16 operating the UAV.
- I acknowledge that Council is entitled to impose conditions upon use of Council property at its discretion.
- I acknowledge that as the Consent holder (or representative of) I am responsible for ensuring that all attendees have read and agree to the **Terms and Conditions on the reverse page**.
- I am aware of the Privacy Act 2012, and will respect people's privacy by not flying my UAV over people or over adjoining private property without explicit consent.
- I am aware of the Privacy Commissioners 'Privacy and CCTV' guide and understand that these principles will apply if my UAV is fitted with a camera.
- I have been authorised to bind my organisation to this agreement (If applicable).
- I have a Hazard Management Plan in place (If applicable, please contact Council for further information).
- I have Public Liability Insurance with a sum insured in excess of \$1,000,000 (If applicable, please contact Council for further information).

Applicant Signature

I, the undersigned hereby declare the information given on this application is true and correct I am authorised to make this application for a Consent and in doing so, accept the Terms and Conditions on the reverse page.

 Signature

 Date

Please return application to:
 Waitaki District Council
 20 Thames Street
 Private Bag 50058
 Oamaru 9444
 Phone (03) 433 0300
 Email service@waitaki.govt.nz

Terms and Conditions

- Please respect the privacy of other users and neighbours. This includes operating the UAV as CAA rules dictate and in a sensible manner as to not cause a hazard, a nuisance or impinge on the privacy of others.
- Permission is granted for the activity of UAV flying in daylight hours only, unless the Consent holder is certified under Part 102.
- No vehicles permitted on Parks/Reserves.
- Consent holder to familiarise themselves with the location so as not to interfere with overhead services and to comply with any Parks/Reserves signage.
- Consent holder agrees to operate within Council Property entirely at their own risk. Consent holders must take all reasonable steps to minimise and eliminate hazards to themselves and others in the vicinity.
- Council reserves the right to review the conditions of or cancel consents at any time due to such matters as conflict with other road works/events, parks/reserves maintenance or events.
- Council accepts no responsibility or liability for UAV equipment which may be damaged while operating within Council property.

Information for Users of RPAS, UAV, UAS, Drones and Model Aircraft

(Reproduced from the Civil Aviation Authority website <http://www.caa.govt.nz/rpas/>)

Remotely Piloted Aircraft System (RPAS) is the official International Civil Aviation Organization (ICAO) term for such aircraft. They are also known as Unmanned Aerial Vehicles (UAVs), and Unmanned Aerial Systems (UAS), and drones.

Every person in New Zealand's civil aviation community shares responsibility for the safety and security of everyone. The Minister of Transport creates the Civil Aviation Rules to make sure it happens.

Those rules are divided into groups of related rules called 'Parts'.

The two Parts that relate directly to RPAS are:

- Part 101 *Gyrogiders and Parasails, Unmanned Aircraft (including Balloons), Kites, and Rockets - Operating Rules*, and
- Part 102 *Unmanned Aircraft Operator Certification*.

Operators of RPAS also need to be aware of other rules that affect them, for example Part 91 *General Operating and Flight Rules*.

PART 101

[Part 101](#) only applies to RPAS of 25 kg and under that can fully comply with the rules in Part 101. To operate any aircraft over this weight, and for operations that cannot comply with Part 101, the operator must be certificated under [Part 102](#).

RPAS weighing between 15 and 25 kg must be constructed or inspected, approved and operated under the authority of a person or association approved for this purpose by the Director of Civil Aviation.

There are 12 key things that are required under Part 101 - you must:

1. Not operate an aircraft that is 25 kg or larger and always ensure that it is safe to operate.
2. At all times take all practicable steps to minimize hazards to persons, property and other aircraft (ie, don't do anything Hazardous hazardous).
3. Fly only in daylight.
4. Give way to all crewed aircraft.
5. Be able to see the aircraft with your own eyes (eg, not through binoculars, a monitor, or smartphone) to ensure separation from other aircraft (or use an observer to do this in certain cases).
6. Not fly your aircraft higher than 120 metres (400 feet) above ground level (unless certain conditions are met) ..N. Have knowledge of airspace restrictions that apply in the area you want to operate.
8. Not fly closer than four kilometres from any aerodrome (unless certain conditions are met).
9. When flying in controlled airspace, obtain an air traffic control clearance issued by Airways.
10. Not fly in special use airspace without the permission of the administering authority of the area (eg, military operating areas or restricted areas).
11. Have consent from anyone you want to fly above.
12. Have the consent of the property owner or person in charge of the area you are wanting to fly above.

This list should not substitute for a full reading of Part 101. You should conduct a thorough assessment of your operation and understand the rules that apply to your operation before deciding whether to operate under Part 101 and 102.

PART 102

[Part 102](#) is based on the risk of the operations. Applicants must submit an 'exposition' showing that they have identified hazards and risks of their operation, and ways they will mitigate those risks. Each application will be considered on its merit - this allows for the wide scope of operations made possible by RPAS.

Having determined that you need to be certificated for your type of operation, we have provided some documents to help you. As well as the Part 101 compliance matrix mentioned above, there is an additional one for Part 102 - note that you need to complete both to apply for a Part 102 certificate. There's also a sample exposition that you can copy or use as a template for your exposition. See [Forms](#). Also see the [Advisory Circulars](#) for advice on how to comply with the rules.

[List of Part 102 Unmanned Aircraft Operator Certificate Holders](#)