

AIRPORT – Remotely Piloted Aircraft (RPA) Within 4km of Airport

Operator Agreement / Authorisation (once signed by the airport operator)

Date Issued		Period of agreement	
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This Agreement/Authorisation is issued to:

First Name		Last Name	
Business Details			
Residential Address		Email	
Postal Address		Business Phone	
Operator Qualification		Cellphone	

RPA Details:

Make		Model		Weight	Max 25kg or Pt 102
Make		Model		Weight	Max 25kg or Pt 102

If over 15kg provide certification and separate supervisor details

Supervisor details (if Operator is not qualified):

Supervisor Name		Cellphone	
Licence Number		CAA Radio Licence	If intending to communicate with aircraft or ATC

Location where the RPA will be operated:

Operation Address		Description of operation	
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Attach map/diagram showing area of proposed operation

When signed by the airport operator, this document confirms that the above RPA Operator has been authorised to operate the above RPA within 4 kilometres of _____ Airport at the location described above, during the period of the agreement and subject to the following conditions:

1. Compliance with all aspects of Civil Aviation Rule Part 101 at all times, or Operating certificate if operated under Part 102
2. The Permission of the property owner or occupier will be obtained before operating over any property
3. The Manager of _____ Airport is to be notified the day before, or on the day of and prior to, operation of the RPA on each occasion (delete or modify as required)
4. Compliance with further attached conditions AND/OR Standard Conditions (delete if not required)
5. This agreement may be terminated by the airport operator in the event of a breach of the conditions or an unsafe situation arising

Declaration: I have read, understood, and will comply with all aspects of this agreement when operating the above RPA and understand that this authorisation is not transferable. I also indemnify the airport operator from any liability arising from my actions under this agreement.

Name: _____ Signature _____ Date: _____

NOTE: This only authorises RPA operations within 4km of the named airport. An additional agreement would be needed for any other airport with an area that overlaps this area.

Signed on behalf of airport operator: _____ Date: _____ version 3



Flying a drone within 4km of an airport or in an airport control zone?

**You need
authorisation!**

Visit www.airshare.co.nz the one-stop-shop for information and resources to fly your drone (RPA) safely. Airshare is quick and easy to use and provides:

airshare
YOUR UAV HUB
www.airshare.co.nz

- [Maps](#): to know where to fly
- [My Flights](#): to log your flights and request access to controlled airspace
- [Top Tips](#): to understand Civil Aviation Rules
- [Council Policies](#): on consent for flying over parks and Council land
- [Buzz](#): to share your footage and [news](#)
- [Quiz](#): to test your knowledge
- [Directory](#): NZ's largest directory to find drone operators or service providers

To apply for an authorisation –

- For flying within the control zone of an 'air traffic controlled airport' apply for authorisation from Airways Corporation of NZ through www.airshare.co.nz. Note that most regional airports are not 'controlled' for 24 hours. Depending on the time of day you may need Airport Operator authorisation as well.
- For flying within 4km of an 'uncontrolled' airport, contact the airport operator concerned. Use the attached application form to provide the necessary detail.

Once you have authorisation

You need to comply with Civil Aviation Rules – be familiar with Rule Part 101. Once you have authorisation from the Airport Operator (and/or in the case of an 'air traffic controlled airport', Airways Corporation of NZ), these are some key rules you will need to comply with (in addition to any conditions attached to your authorisation/agreement):

- The operator must have an approved pilot qualification or be under the supervision instruction of an approved person (or hold a Part 61 or Part 149 pilot licence)
- The RPA must not be flown over any part of the aerodrome unless specifically approved in the authorisation
- In addition to the airport authorisation, you must have consent of the occupier or property owner of land over which the RPA is to be flown (this includes roads and local Council reserves and parks)
- Must not fly the RPA higher than 400 feet above ground level without CAA approval
- Each pilot must have an observer in attendance while the RPA is in flight
- The operator must not drop any object from the RPA if it creates a hazard to any person or property
- Must have unobstructed view of surrounding airspace, and meteorological conditions that enable visual line of sight of the RPA to be maintained
- Must not operate at night unless indoors or alternatively is within 100m of, and below the top of, a natural or man-made object
- Must not operate in a designated low flying area or designated restricted area or military operating area unless approved by the authority responsible for that airspace.