

Airfield Vehicle Permit (AVP) Application Form



Seletar Airport
Airport Operations
Changi Airport Group (S) Pte Ltd
21 Seletar Aerospace Road 1
Singapore 797405

APPLICATION FOR SELETAR AIRPORT AIRFIELD VEHICLE PERMIT (AVP)/ REPLACEMENT AVP DISC
Please refer to the back of this form for information pertaining to applications.

First Time Application / Renewal of a Seletar Airport Airfield Vehicle Permit / Category 1 Airfield Vehicle Permit /
Renewal of a Cat 1 Airfield Vehicle Permit for the following vehicle: **delete accordingly*

Name of Registered Owner: _____

Address: _____

Supporting Organisation: _____

Vehicle No.: _____ AVP Expiry Date DDMMYY (*for renewal only*): _____

Proposed Use: _____

Engine Capacity:	Propellant: *Petrol/ Diesel/ Electric/ Hybrid	Unladen Weight:
Vehicle Type:	Parking Area:	Insurance Policy No.:
Ministry of Manpower LP/LM No.:		

Declaration:

I declare that the information provided in this application are correct:

1. I will comply with the provisions in the Civil Aviation Authority of Singapore (Seletar Airport) By-Laws 2009 and any amendments issued to the above from time to time.
2. I shall be responsible for any damage to CAG (S) Pte Ltd property caused by the vehicle and be liable for the costs of repair plus administrative charge of 15% of the total repair costs.
3. I am responsible to surrender the permit when the vehicle is no longer required according to the proposed use.

Name/ Signature of Registered Owner and Company's Stamp

Name/ Signature of Supporting Organization Rep and Company's Stamp

For Official Use Only (Please tick if documents are submitted & Indicate NA if not applicable)	Check/ NA	
1. Functionality/ Preventive maintenance checklist		Assigned Vehicle Callsign (for Cat 1 only): _____
2. Certificate of Compliance (Inspection Centre)		
3. General Insurance certificate covering Seletar Airside		Officer Processing: _____
4. Singapore Vehicle Registration		
5. LTA Vehicle Registration Details		Signature: _____
6. D.O and spec sheet for yellow flashing lights		
7. Clear Coloured photographs attached		Date: _____
8. Colour of vehicle (White/ Yellow/ AOS)		
9. Chequered Flag under AOS		
10. Type C Obstacle Lights (Comply with MOAS Requirements)		
11. 1 Year Renewal		
12. Pro-Rated Renewal		
13. Fee Exempted		
14. Parking tenancy agreement		

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APPLICATION INFORMATION

1. All applications must be accompanied by an endorsement letter from a supporting CAG Division or Licensed Seletar Airport Ground Services Provider (GSP) indicating the details of the proposed use for the vehicle.
 - a. Application may take up to 3 working days for processing and confirmation.
2. CAG reserves the right to suspend and/or Revoke Airfield Vehicle Permits for the purpose of:
 - a. Investigation due to occurrence of any Vehicle Incident and/or;
 - b. An Airfield Vehicle fails or suspected to have failed to abide Airfield Rules or Regulations or Civil Aviation Authority of Singapore (Seletar Airport) By-Laws 2009
3. Please proceed to Seletar Airport Operations Office with copies of the following documents. Payments can be made via NETS, Cashcard, Credit Card or Company Cheque before the issuance of the permit.
 - Application for Seletar Airport Airfield Vehicle Permit (This Form)
 - Details of maintenance on the job sheet/ checklist/ receipt/ invoice showing the maintenance and the functionality check performed by an appointed vehicle maintenance personnel/ contractor during the last maintenance
 - Vehicle General Insurance
 - Seletar Airside vehicle insurance coverage
 - Singapore Vehicle Registration
 - Certificate of Compliance (Inspection Centre)
 - Specification Sheet and Delivery Order stating the vehicle registration number for the yellow flashing lights. LTA Vehicle Registration Details
 - Coloured photographs of the vehicle (Front, Sides and Rear views) that include the obstacle light and vehicle registration number. ** Please attached colour photographs in the format shown in Annex A*
 - Copy of the first schedule found in the tenancy agreement if the vehicle has been assigned a parking area in the airside.

Additional requirements pertaining to AVP applications for Fuel Browsers:

 - Renewals: maintenance checklist showing that the equipment has undergone and passed all relevant maintenance checks
 - New Application: Site acceptance test and confirmation letter that the tests are satisfactory
4. Validity of AVP will be tied in with the validity of the general insurance or Seletar Airside vehicle insurance, whichever expires earlier.
5. Annual AVP for petrol and diesel driven vehicles are chargeable at the rate of 8 cents per cc (subjected to 7% GST). AVP for electric vehicles are fixed at \$110 (subjected to 7% GST). Payments can be made via NETS, Cashcard, Credit Card or Company Cheque
6. Replacement AVP disc are available at a charge of \$5.35
7. All Tow Tugs, Tractors and Engineering Plant Vehicles with 'W' plates are exempted by the Airport licensee from seat belt requirements as per the LTA's approval prior to their registration in Singapore.
8. Vehicles intending to apply for an AVP will be checked for the following by CAG:
 - The entire body of the vehicle down to the waist and the front portion of the vehicle shall be painted white.
 - Yellow Flashing Light (refer to Appendix I)
 - The horizontal surface of the vehicle body to reflect the company's logo.
 - A roundel comprising a 152 mm in diameter green circle surrounded by a 25mm white band to be painted or pasted on the front (bonnet passenger side) and rear (boot driver side) of the vehicle.
9. Vehicles intending to apply for a Cat 1 AVP will be checked for the following by CAG:
 - Body of the vehicle is painted yellow
 - Yellow Flashing Light (refer to specifications below)
 - The horizontal surface of the vehicle body to reflect the company's logo
 - A roundel comprising a 152 mm in diameter green circle surrounded by a 25mm white band to be painted or pasted on the front (bonnet passenger side) and rear (boot driver side) of the vehicle.
 - A warning sign (15 x 10 cm) is displayed on the dashboard (or any position conspicuous to the driver of the vehicle) bearing the wordings:
NO ENTRY INTO RUNWAY/TAXIWAY WITHOUT CLEARANCE FROM SELETAR GROUND.
 - The call sign assigned by CAG is displayed in black (60cm x 45cm per number) on the roof & side door of the vehicle. If there is insufficient space on the roof the call sign shall be displayed on the bonnet. (Not Applicable to Aircraft Towing Vehicles)
 - An updated runway/ taxiway map is carried in the vehicle.
 - The Company logo must be displayed on the side of the vehicle.
 - A copy of the works order for the VHF RT Set installation stating the type/ serial no./ Frequency (122.9 MHz).
10. The driver shall ensure that the flashing yellow light on top of the vehicle always remains on while operating in the airside.
11. For any queries, please contact Seletar Airport Operations Office.

I hereby declare that I have read and understood the conditions stated in this application.

Signature of Employer

Signature of Supp. Org Rep

Signature of Applicant

Date

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Appendix I

Table 10-3 – Characteristics of obstacle lights

1 Light type	2 Colour	3 Signal type/ (flash rate)	4 Peak intensity (cd) at given Background Luminance (b)			7 Light Distribution Table
			5 Day (Above 500 cd/m ²)	5 Twilight (50-500 cd/m ²)	6 Night (Below 50 cd/m ²)	
Low-intensity, Type A (fixed obstacle)	Red	Fixed	N/A	N/A	10	Table 10-4
Low-intensity, Type B (fixed obstacle)	Red	Fixed	N/A	N/A	32	Table 10-4
Low-intensity, Type C (mobile obstacle)	Yellow/Blue (a)	Flashing (60-90 fpm)	N/A	40	40	Table 10-4
Low-intensity, Type D (Follow-me Vehicle)	Yellow	Flashing (60-90 fpm)	N/A	200	200	Table 10-4
Low-intensity, Type E	Red	Flashing (c)	N/A	N/A	32	Table 10-4 (Type B)

Table 10-4 – Light distribution for low intensity obstacle lights

	Minimum intensity (a)	Maximum intensity (a)	Vertical beam spread (f)	
			Minimum beam spread	Intensity
Type A	10 cd (b)	N/A	10°	5 cd
Type B	32 cd (b)	N/A	10°	16 cd
Type C	40 cd (b)	400 cd	12° (d)	20 cd
Type D	200 cd (c)	400 cd	N/A (e)	N/A

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Annex A

Coloured Photographs must be attached here together with the application form

Front View
(Include Registration number and Obstacle light)

A large rectangular box with a dashed border, intended for a front view photograph of the vehicle. The text "Front View" is centered, with the instruction "(Include Registration number and Obstacle light)" below it in italics.

Rear View
(Include Registration number)

A large rectangular box with a dashed border, intended for a rear view photograph of the vehicle. The text "Rear View" is centered, with the instruction "(Include Registration number)" below it in italics.

Side (Left) View

A large rectangular box with a dashed border, intended for a side (left) view photograph of the vehicle. The text "Side (Left) View" is centered.

Side (Right) View

A large rectangular box with a dashed border, intended for a side (right) view photograph of the vehicle. The text "Side (Right) View" is centered.