

Vehicle Airside Application (VAA)

Mareeba Aerodrome

Local Law No. 7 (Aerodromes) 2019

Local Law No. 1 (Administration) 2018

PRIVACY NOTICE: Mareeba Shire Council is collecting your personal information in accordance with the Local Government Act 2009 in order to process this application. The information will only be accessed by authorised Council employees. Your information will not be given to any other person or agency unless you have given us permission, or we are required by law.

Part A – Vehicle Owner Details

First Name:		Surname:	
Phone No:		Airside Access #	Aeronautical Radio Operators #

Part B - Category Applying for:

<input type="checkbox"/> Category 1	<input type="checkbox"/> Category 2	<input type="checkbox"/> Category 3
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Refer to authorities to drive airside drawing attached.

Frequency of Driving Airside	<input type="checkbox"/> Daily	<input type="checkbox"/> Weekly	<input type="checkbox"/> Monthly
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All the requirements for driving airside are provided in Mareeba Aerodrome Standard Conditions.

Part -D Employer Details and Insurance Details

I, <Full Name>..... of <Company>.....

<Address>.....

<Mobile No:>..... <Email>.....

Certify that the above applicant.

- The stated vehicle is required to operate in the VAA Category specified above.
- Any person permitted to utilise the vehicle will hold as current PAA permit for the Category Aeras intended to be accessed.
- They will only driver /operate vehicles/equipment in airside areas where they hold a current VAA permit.
- I also understand that this VAA is for the sole use of this vehicle and cards are not to be used for other vehicles and must be returned to the Mareeba Aerodrome when no longer required.
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Signature: **Date:**

Insurance Details			
Please note copies of valid insurance certificates must be attached to this application form. Insurance must cover the use of this vehicle airside.			
Vehicle Insurance			
Insurer			
Policy Number		Policy Type	
Amount of Cover		Expiry Date	

Public Liability Insurance			
Insurer			
Policy Number		Policy Type	
Amount of Cover	(\$20 Million Minimum)	Expiry Date	

Part E- Supporting Documentation

Please provide the following supporting documentation when submitting this application.

- Covering letter stating that the applicant has an operational requirement to drive unescorted airside on a frequent basis (i.e., weekly).
- If applying for a category 3 the applicant holds a Radio Operators Certificate of Proficiency, issued by the Civil Aviation Authority or its delegate, please provide a copy of this document to Mareeba Shire Council.
- Complete the airside driving training questionnaire.
- Evidence of valid vehicle insurance.
- Electronic copy of current driver's licence to be submitted with application.

Mareeba Aerodrome Information Sheet - Vehicle Airside Application (VAA)

Issue of VAA Permits

A VAA is an authority to drive airside on the Mareeba Aerodrome and permits are issued by Mareeba Shire Council. The permit holder is permitted to operate a vehicle within certain designated areas of the aerodrome, depending on the category of the VAA.

Permits must be always displayed in a prominent position, for viewing by the ARO or delegation Council Officer.

Applying for a VAA

An applicant must demonstrate a valid and reasonable need for a VAA and should not assume there is a right to drive airside. The applicant must demonstrate that there is an operational requirement for frequent unescorted access to the airside before Mareeba Shire Council will issue a VAA to a person.

Application must be submitted no less than seven business days before any anticipated need for the VAA.

Termination of Authority

Mareeba Shire Council or delegate may withdraw a VAA, should an infringement of the Mareeba Aerodrome Standard Conditions be observed or reported:

1. Depending on the infringement a verbal warning maybe issued by the ARO or Mareeba Shire Council Management for any infringement of the Mareeba Aerodrome Standard Conditions.
2. Repeated infringements will result in Mareeba Shire Council issuing a written warning.
3. Should the same infringement occur following a written warning, suspension of the individual's VAA. The period of suspension will be 14 calendar days.
4. Should the same infringement be repeated after the 14-day suspension, a 12-month suspension or permanent cancellation of the VAA will be enforced.
5. Where a particular infringement is repeated within a period in excess of 12 months, a 14 day suspension will be incurred; and
6. Depending on the severity of the infringement or infringement history, Mareeba Shire Council will have the option to immediately suspend or cancel the VAA.

Driving airside without a VAA in place or when a VAA has been suspended or cancelled, may result in penalties in accordance with the relevant Local Law.

Mareeba Shire Council reserves the right to terminate this permit at its Sole Discretion.

Office Use only

Customer Amount to be Paid \$	Receipt Number
Airside Access Authority (Access Key No)	Expiry Date

Mareeba Aerodrome Vehicle Airside Application Categories

