



## MEMORADUM

**CIRCULAR:** CO SA-02/2014 DE FECHA 23 DE ABRIL DE 2014, TITULADA “

**“LINEAMIENTOS GENERALES PARA LA INTERNACION DE AERONAVES CIVILES  
EXTRANJERAS DESTINADAS AL SERVICIO DE TRANSPORTE AEREO PRIVADO NO  
COMERCIAL”**

On April the 23rd of 2014 the Mexican Civil Aviation Authority known also in its Spanish name Dirección General de Aeronáutica Civil (“DGAC”), released a document named “General Ruling for the Allowance and Entrance of Foreign Aircraft for Air Private Transport use”. (hereinafter The Regulation)

The Regulation will take effect since May 20<sup>th</sup> 2014.

The Regulation is issued in accordance with Articles 1, 3, 4, 5 item I, b), 6 items I, II, XI, XII and XV, 7, 7Bis, 28, 29, 32 y 44 of the Civil Aviation Law; Articles 32, 58, and 67 of the secondary regulation of the Civil Aviation Law and Articles 7, 29 and 37 of the International Agreement of International Civil Aviation, Document 7300/9 issued by the International Civil Aviation Organization and all the foreign aircraft for air private transport use other than commercial are subject to The Regulation.

The Authority which is responsible for the implementation and surveillance of The Regulation is the Ministry of Communications and Transport through Civil Aviation Unit (DGAC), Subdirección de Aviación General y de Servicios Aéreos and the Officers located in the International Airports network in Mexico.

### General Aspects of The Regulation.

1. - In order to make an air private flight other than commercial, Mexican Civil Aviation Authority is able to issue an authorization for only one entrance or multiple entrance authorization.
2. - The application must be submitted before Mexican Civil Aviation Authority using the forms which are detailed in The Regulation.

In order to obtain the above mentioned authorizations, it is necessary to fulfill prior the following requirements:

- a) Statement that comply with the regulation of the origin country and shall comply with the Mexican regulation, that shall apply in connection with immigration, general aviation, tax aspects, customs, sanitary, national security and that the aircraft is not coming from an airport with sanitary alert.
- b) Make the payment of the appropriate fees to the Mexican Civil Aviation Authority.

In order to maintain the authorization in full effects, it is necessary to comply with the following conditions:



- c) Carry on board of the aircraft, the original documentation (only one entrance or multiple entrance authorization) in connection with the authorization and the receipt of the payment;
- d) It is no allowed for the aircraft execute any flight with cargo, mail or courier or with passengers (cabotaje) with commercial purposes into Mexican territory,
- e) Maintain duly valid the passports and if necessary the visa.

The above mentioned documentation and statements must be made warranty that those are true and correct.

The following documentation it is necessary in order to obtain the appropriate authorization:

- a) Airworthiness certificate and registration of the aircraft.
- b) The appropriate and necessary insurance policies that cover any responsibility in Mexican territory;
- c) The payment of the correspondent fees before Mexican Civil Aviation Authorities.
- d) The license and medical certificate of the crew members.
- e) Passenger´s list and members crew, which may be modified 24 hours prior to the aeronautical operation; such documentation must be submitted before the appropriate officers at the airport or sent to the following email address: [internacionesdgac@sct.gob.mx](mailto:internacionesdgac@sct.gob.mx)

The application for the authorization must be duly signed by the attorney in fact or attorney in law of the corporation which owns the aircraft or the pilot.

The authorization for one entrance will be valid for a six months period:

In the case of the multiple entrance authorization since the date of the issuance until Dec 31th

Mexican Civil Aviation Authority must be verify in the case of the aircraft from the US in the website of the Federal Aviation Authority the information in connection with the airworthiness certificate and registration of the aircraft

In the event to detect and irregularities or any inconsistency that may arise from the above mentioned verification, the authorization will not be issued and shall report such situation; in other hand, full name of the members crew and passengers list must be registered before officers in the airport where the operation will take place, and verify the authenticity of such information.

**In the event that the aircraft it is a part of a US fleet of air taxi services (part 135), such circumstance must be registered. The Regulation should be implemented by the Mexican Civil Aviation Authority for all kind of air private flight operators.**

A record will be maintained in connection with the authorizations issued and also in the event that the authorization has been denied.