

# Guidelines on how to apply for first registration / re-registration of aircraft in Denmark

## General

An aircraft may only operate in Denmark if it is registered either in Denmark or in another state.

The civil aviation legislation contains rules stating when you as owner have the *duty* to have the ownership of your aircraft registered in Denmark and when you have the *right* to have it registered.

## Duty to registration

### *Danish licence*

If the aircraft is used in commercial air transportation and it is covered by a *Danish licence* issued in accordance with the EU Regulation on licensing<sup>1</sup> the ownership of the aircraft shall be registered in Denmark irrespective of the owner's nationality. The aircraft is covered by the licence if it is on the operators AOC (Air Operator Certificate).

### *Danish permission*

If a permission to perform other commercial operations than air transportation (e.g. sightseeing, training, photography, commercial, agricultural and wire inspection flights) the aircraft operated shall be registered in Denmark.

### *Private flights - residence in Denmark*

If an aircraft is used for private flights by persons or companies (irrespective of nationality) residing in Denmark, the change of ownership of the aircraft shall normally be registered in Denmark.

## Right to registration

In order to make it possible for the Danish Transport, Construction and Housing Authority to inspect the aircraft on Danish register, § 7 of the Danish Air Navigation Act contains some basic requirements to the owner's and the aircraft's connection with Denmark. These requirements shall be met in order to have the change of owner registered in Denmark.

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<sup>1</sup> [Regulation \(EC\) No. 1008/2008 of the European Parliament and of the Council of 24 September 2008 on common rules for the operation of air services in the Community](#)

*Requirements to the owner:*

If you own the aircraft personally, you must meet one of the items mentioned below under "*Persons*". If the aircraft is owned by a company etc., one of the items under "*Companies etc. (legal persons)*" must be met.

*Persons*

- If you are a Danish citizen you must be domiciled in Denmark *or* in a country in which one can only have an aircraft registered if one is a citizen in the country in question.
- If you are a citizen in another EU country or EEC country (Norway and Iceland), and if you are connected to Denmark by virtue of the EU Regulations on the free movement for workers within the Community, the right to establishment or freedom to provide services.

Thus, it is not sufficient merely to be a citizen in another EU country. There must also be some connection with Denmark. It is not possible to set up general criteria for such connection as it depends on a concrete evaluation in each individual case.

- If you are not a Danish citizen or covered by the EU regulations you can only have the aircraft registered in Denmark if you are permanently domiciled in this country *and* the aircraft is used with place of departure in Denmark.

*Companies etc. (legal persons)*

- The company shall be Danish and domiciled in Denmark *or* in a country in which the aircraft can only be registered if the company has the nationality of the country in question. In subsection 2 of § 7 of the Act you can see what is meant by Danish owner.
- The company shall be an EU or EEC company *and* be connected to Denmark by virtue of the EU Regulations on the free movement for workers within the Community, the right to establishment or freedom to provide services.

Thus, it is not sufficient that the company is domiciled in another EU country. There must also be some connection with Denmark. It is not possible to set up general criteria for such connection as it depends on a concrete evaluation in each individual case.

The substance of the term EU companies etc. (legal persons) appears from Article 48 of the Treaty establishing the European Community. The provision has the following contents:

"Companies or firms formed in accordance with the law of a Member State and having their registered office, central administration or principal place of business within the Community shall, for the purposes of this Chapter, be treated in the same way as natural persons who are nationals of Member States. Companies or firms" means companies or firms constituted under civil or commercial law, including cooperative societies, and other legal persons governed by public or private law, save for those which are non-profit-making."

EEC companies are companies registered in states that, by special association agreement with the EU, have acceded the EU regulations on the free movement for workers within the Community, the right to establishment or freedom to provide services.

In order that the Danish Transport, Construction and Housing Authority may efficiently carry out inspections with the aircraft on Danish register, there may be special conditions attached to a registration, e.g. that the aircraft must be flown to Denmark when the airworthiness certificate is to be renewed so that we can inspect it.

#### *Exemption*

If the above-mentioned requirements are not met, exemption may in special cases be granted if the owner so applies. It is a condition that the aircraft has some kind of connection with Denmark. (For further details, see Part 2.)

## **Application form**

### **Part 1 - Information on the aircraft**

We recommend that you fill in the form *Application for first registration/re-registration of aircraft in Denmark*. If you do, you can be sure that you include all the information requested.

The majority of the fields in the application form need no further explanation. Only the items which experience has shown result in questions will be clarified below.

#### *Latest state of registration*

An aircraft cannot be registered in Denmark if it at the same time is registered in a foreign register of aircraft.

#### *Value of the aircraft*

The market value of the aircraft must be stated with a view to calculating the charge to be paid to the Danish Customs and Tax Administration. (For further details, see Part 4.)

#### *Certificate of airworthiness etc.*

An aircraft can only be registered in the Register of Danish aircraft if it has a valid certificate of airworthiness or a Danish Permit to Fly (e.g. to return the aircraft from abroad).

If the aircraft is going to be operated from abroad to Denmark, there shall be both a Permit to Fly and a temporary certificate of registration.

If it has only a Permit to Fly, only a temporary certificate of registration can be issued.

All questions on connection with issuance of certificate or airworthiness or operating permit shall be directed to:

**The Danish Transport, Construction and Housing Authority**  
**Attn.: Office for Aviation**  
Carsten Niebuhrs Gade 43  
DK-1577 Copenhagen W  
Denmark

## **Part 2 - Information on the applicant(s)**

*Owner's connection with Denmark*

See "General" above.

*Exemption*

The requirements regarding the owner's connection with Denmark are not met, *exemption* may in exceptional cases be granted if the owner applies for it. It is a condition that the aircraft is mainly used with place of departure in Denmark.

This implies that the *aircraft* must have some connection with Denmark.

It shall be stated in the application for exemption on which basis the owner is of the opinion that the condition regarding Danish connection is met, including:

- The owner's nationality
- Who will operate the aircraft
- What is the purpose of operating the aircraft
- Where the aircraft will be operated
- Who shall be responsible for the maintenance of the aircraft

The application for exemption shall be signed by the owner of the aircraft. If the owner is a company, the document shall be signed by the person or persons who according to the company's provisions regulating the power to bind the company can make arrangements on behalf of the company. Documentation for the powers of the signer/signers to make arrangements on behalf of the company can be found in the Central Business Register ([virk.dk](http://virk.dk)). If the company is not registered in the Central Business Register, or if it is a firm, a union or a club etc., the articles and signed minutes from the latest general meeting or certification by a notary shall be enclosed. (Regarding certification by a notary, see part 3.)

**Note:** If the aircraft is chartered/leased by and shall be operated by a user resident in Denmark for a longer period of time, and this is the basis for the request for Danish registration, the application form "*Application for first registration/re-registration of aircraft in Denmark - Foreign owner, Danish user*" and the relevant guidelines shall be used.

### **Part 3 - Documentation etc.**

#### *Documentation for the owner's ownership of the aircraft*

The Danish Transport, Construction and Housing Authority shall have documentation for the new owner's ownership of the aircraft.

Documentation may be appended in the form of a declaration of transfer of ownership\*, original contract of sale, Bill of Sale or similar document between the latest registered owner in the Register of Danish Aircraft and the present owner (the applicant). It must appear from the document that the aircraft has actually been transferred to the new owner.

The document regarding the transfer of ownership shall be signed by the former owner (the transferor).

If the transferor is a company, the document shall be signed by the person or persons who according to the company's provisions regulating the power to bind the company can make arrangements on behalf of the company. Documentation for the powers of the signer/signers to make arrangements on behalf of the company can be found in the Central Business Register (virk.dk).

If the company is not registered in the Central Business Register, or if it is a firm, a union or a club etc., the articles and signed minutes from the latest general meeting or certification by a notary shall be enclosed. (Regarding certification by a notary, see below.)

If the aircraft is not transferred directly from the latest registered owner of the aircraft to the present owner (the applicant), but a number of transfers have been made since the latest registered owner was in possession of the aircraft (the aircraft may for example have been transferred from the latest registered owner x, from x to y, and finally from y to the applicant), the Danish Transport, Construction and Housing Authority shall have the above-mentioned documentation for ownership of the aircraft for each link of the "transfer chain".

#### *Information from the registration authority of the export country*

An aircraft cannot be registered in Denmark if it at the same time is registered in a foreign register of aircraft. Therefore, the Danish Transport, Construction and Housing Authority must have information from the registration authority of the export country stating that the aircraft has either been deregistered from the register of aircraft of the export country or that it has never been registered.

In addition, the notification shall contain information on whether there are liens or other mortgages in the aircraft and the name of the latest registered owner.

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\* The declaration of ownership can be downloaded from our homepage [www.tbst.dk](http://www.tbst.dk).

*Original purchase document or justified declaration of value*

The market value of the aircraft shall be stated with a view to calculating the charge to be paid to the Danish Customs and Tax Administration. If there has been no sale, information shall be given about the value of the aircraft at the time of application for registration. (For further details, see below.)

*Third party liability insurance*

A third party liability insurance shall have been taken out for the aircraft in accordance with [Regulation \(EC\) no. 785/2004 of 21 April 2004 on insurance requirements for air carriers](#) and aircraft operators as amended by [Regulation \(EU\) no. 285/2010 of 6 April 2010](#).

For aircraft in Greenland or the Faroe Islands the third party liability insurance shall be in accordance with Order no. 271 of 15 April 2005 on aircraft insurance and minimum limits for insurance for operations in Greenland and the Faroe Islands.

The applicant shall see to it that the insurance company in question submits a declaration\* to the Danish Transport, Construction and Housing Authority stating that the compulsory insurance has been taken out.

\*("Declaration on third-party liability insurance for damage caused to third-party on the surface").

*Power to bind the company*

The application form shall be signed by the owner of the aircraft. If the owner is a company, the document shall be signed by the person or persons who according to the company's provisions regulating the power to bind the company can make arrangements on behalf of the company. Documentation for the powers of the signer/signers to make arrangements on behalf of the company can be found in the Central Business Register (virk.dk). If the company is not registered in the Central Business Register, or if it is a firm, a union or a club etc., the articles and signed minutes from the latest general meeting or certification by a notary shall be enclosed. (Regarding certification by a notary, see below.)

*Power of Attorney*

The owner of the aircraft always has the possibility to give another person power of attorney to sign the different document to be used in connection with the registration of the aircraft. It must clearly appear from the power of attorney that the person in question can sign exactly the document in question. The Power of Attorney shall be signed by the owner of the aircraft. If the owner is a company, the document shall be signed by the person or persons who according to the company's provisions regulating the power to bind the company can make arrangements on behalf of the company. Documentation for the powers of the signer/signers to make arrangements on behalf of the company can be found in the Central Business Register (virk.dk). If the company is not registered in the Central Business Register, or if it is a firm, a union or a club etc., the articles and signed minutes from the latest general meeting or certification by a notary shall be enclosed. (Regarding certification by a notary, see below.)

The original Power of Attorney shall always be shown to the Danish Transport, Construction and Housing Authority.

### *Certification by a notary*

If a document is signed by a foreign company, the company's power to bind the company shall as an overriding rule be documented by a certification by a notary. The notary shall confirm the competence of the signer/signers to make arrangements on behalf of the company. It is very important that the notary confirms that the signer/signers can sign exactly the document in question on behalf of the company (Bill of Sale, power of attorney etc.). A certification by a notary meeting the above-mentioned requirements may be worded as follows:

"On this [date] day of [month and year] before me personally appeared [the name of the person who has signed the application for exemption or the power of attorney], a person known to me (or proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed in the within document and proved to that on the basis of satisfactory evidence that he/she was duly authorised to sign and execute the same on behalf of [the name of the company that owns the aircraft].

Witness by hand and official seal.

[Signature and seal of the notary]"

Thus it is not satisfactory that the notary merely stamps and signs the document in question. Neither is it satisfactory that the signer's identity and/or position is certified by the notary.

### *Fee and charge*

A fee must be paid for registration in accordance with the Danish Transport Authority's Order on Fees and Charges in the Aviation Area etc. in force at any time. The Danish Transport Authority will send an invoice to the applicant when the registration has been completed.

Further a charge shall be paid to the Danish Customs and Tax Administration. The charge, which shall be deposited to our account in Danske Bank, reg.no. 0216, account no.: 4069164110, IBAN no.: DK5802164069164110, SWIFTCODE: DABADKKK, constitutes one per thousand of the sum of the transfer of ownership or, when the registration is not taking place in connection with a transfer of ownership, the value of the aircraft at the time of registration. This shall also apply if the registration is temporary. The duty to pay the charge commences when the registration in the Register of Danish Aircraft is notified.

The amount shall be rounded up to the closest amount in Danish kroner divisible by 100. If the amount from which the charge is to be paid is stated in a foreign currency, an official average exchange rate fixed by the Danish National Bank within the last 14 days before the notification of registration will be used in connection with calculation.

Free of charge are

1. final registration of owner who is temporarily registered, and
2. registration of aircraft owned by Faroese/Greenland companies/persons

The application form and the required documentation etc. shall be submitted to:

**Danish Transport, Construction and Housing Authority**

**Attn.: Office for Aviation**

Carsten Niebuhrs Gade 43

DK-1577 Copenhagen W

Denmark

Tel: +45 7221 8800

[www.tbst.dk](http://www.tbst.dk)   [info@tbst.dk](mailto:info@tbst.dk)



**§ 7 of the Danish Air Navigation Act has the following wording:**

"§ 7. An aircraft can only be registered in Denmark

- 1) if it has a Danish owner and the owner is resident or domiciled in Denmark or another state where the person in question cannot be registered owner of an aircraft because of his nationality,
- 2) when the aircraft is owned by EU or EEC nationals or EU or EEC companies etc. (legal persons) to the extent these are covered by the European Community's regulations, or
- 3) when the aircraft is owned by a person residing in Denmark and the aircraft is used with place of departure in Denmark.

(2) Danish owners are:

- 1) The Danish state and institutions governed by the state.
- 2) Danish municipalities,
- 3) Danish nationals,
- 4) foundations domiciled in Denmark whose management consists exclusively of Danish nationals or persons covered by subsection (1), numbers 2 and 3,
- 5) organisations and similar unions domiciled in Denmark, of which at least half of the members are Danish nationals or persons covered by subsection (1), numbers 2 and 3,
- 6) limited companies of which the majority of partners are Danish nationals or persons covered by subsection (1), numbers 2 and 3, and the company is under the full control of these partners,
- 7) limited companies exclusively with a Danish management and board of directors domiciled in Denmark.

(3) In special cases the Minister of Transport may permit that an aircraft operated regularly with place of departure in Denmark, is registered even though the conditions in subsection (1) are not met."