



# APPLICATION FOR CREW MEMBER CERTIFICATE (CMC)

Aviation Safety Department - Licencing Division



الإدارة العامة للطيران المدني - دولة الكويت  
Directorate General of Civil Aviation - Kuwait  
P.O. BOX 17 - Safat 13001, KUWAIT.  
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## APPLICATION FOR CREW MEMBER CERTIFICATE (CMC)

DECK CREW  CABIN CREW  LOAD MASTER  FLT. DISPATCHER  GRD. ENGINEER

Issue  Renewal  Duplicate  Change Of Details

- Notes: i) Read the form thoroughly and complete the appropriate sections only.  
ii) Complete the form in BLOCK CAPITALS or tick boxes  unless otherwise indicated.

### SECTIONS TO BE FILLED (Complete Sections Listed must be filled)

Issue (Section 1, 2)

Renewal (Section 1, 2)

Duplicate (Section 1, 2, 3)

Change of Details (Section 1, 2, 4)

### SECTION 1 - Personal Particulars of Applicant

<b>Name</b> (As Passport)	(Surname First)	(Given Name)	Gender: M <input type="checkbox"/> F <input type="checkbox"/>
<b>Name of Employer</b>			<b>Contact No.</b>
<b>CMC Number</b> (Medical Cert. No. for Initial Issue)		<b>Staff Number</b>	
<b>Designation</b>		<b>Passport No.</b>	
<b>Nationality</b>		<b>Passport Validity</b>	
<b>Date of Birth</b>		<b>Residence Validity</b>	
<b>Safety Procedure Training Certificate Validity</b> (As applicable)			

### SECTION 2 - Declaration

I hereby declare that I have completed all the Required Training and the information provided above is true.

Name : \_\_\_\_\_ Date: \_\_\_\_\_

### SECTION 3 - Duplicate (Damaged/Lost/Stolen)

Circumstances of Damage, Lost or Stolen CMC :


First Occurrence  Repeated Occurrence

Employer / Police Report attached: Yes  No

Note : In case of lost / Stolen CMC, Police Report must be enclosed



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### SECTION 4 - Change Of Details

	PREVIOUS	CURRENT
Change of Name		
Change of Nationality		
Change of Occupation		
Change of Passport Details		
Miscellaneous		

### DOCUMENTS REQUIRED (must be enclosed with Application)

#### A - For Initial Issue/ Renewal\*/ Duplicate/ Change of Details

1	Covering Letter from the Operator	5	Copy of valid Civil ID
2	Application Form No. 1335 duly filled	6	Prescribed Fee
3	Copy of Passport showing Personal Information, Residency validity, Passport validity	7	1 Photograph size (2"x3") in uniform with Blue background
4	Copy of valid Employer ID		*For Renewal Item No. 7 is not applicable

**NOTE:** Certified Official Documents proving applicant's claims must be enclosed.

#### B - Additional Documents required for the below Categories (in addition to the above documents)

1	Copy of valid Kuwaiti Pilot Licence	Deck Crew Only
2	Copy of valid Medical Certificate	Deck Crew & Cabin Crew Only
3	Copy of valid Safety Procedure Training Certificate	Cabin Crew Only
4	Copy of valid Load Master Authorization	Load Master Only
5	Copy of valid Aircraft Dispatcher Certificate	Aircraft Dispatcher Only
6	Copy of valid Aircraft Maintenance License	Aircraft Maintenance Engineer Only

### FOR DGCA USE ONLY

Documents are in order and valid  Application Accepted  Rejected

Remarks (If any): \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_