



Barbados Civil Aviation Department

BCAD Document PLAC-004

PERSONNEL  
LICENSING  
ADVISORY  
CIRCULAR

REPLACEMENT OF/REQUIRED  
CHANGES TO FLIGHT CREW  
LICENSES

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# REPLACEMENT OF/REQUIRED CHANGES TO FLIGHT CREW LICENSES

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### **(a) Licence Lost / Defaced or Destroyed**

A flight crew licence that has been lost or destroyed may be replaced on application to the Barbados Civil Aviation Department (BCAD) accompanied by the following:

- (i) the prescribed fee not applicable at this time; and
- (ii) The applicant's details with the following declaration:

*"I hereby certify that I am the holder of the above licence issued by the Barbados Director of Civil Aviation. I declare that the said document has been \*lost/destroyed/defaced under the circumstances stated above and I hereby apply for the replacement of the said document".*

**Note: As regards false representation, reference should be made to Regulation 09 and 10 of the Civil Aviation Regulations as amended.**

**(b) Change of Name – Marriage, Court Order or deed poll** The flight crew licence of a person whose name has changed may be replaced on the payment of the prescribed fee on application to the BCAD. The application must be accompanied by proof of change of name.

### **(c) Change of Citizenship**

The flight crew licence of a person whose citizenship has changed may be replaced on the payment of the prescribed fee on application to the BCAD. The application must be accompanied by proof of citizenship (citizenship certificate, valid passport, etc.).

**(d) The BCAD shall be notified of any change of permanent address** within 7 days following the change. Notification may be made by a submission showing the new address, and annotated "**change of address**".