

U.S. DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration
Aircraft Registration Branch, AFS-750
P.O. Box 25504
Oklahoma City, Oklahoma 73125-0504

INFORMATION TO AID IN THE REGISTRATION OF U.S. CIVIL AIRCRAFT

ELIGIBILITY

1. An aircraft is eligible for United States registration only if it is owned by (a) a citizen of the United States, (b) an individual citizen of a foreign country lawfully admitted for permanent residence in the United States, (c) a corporation (not a U.S. citizen) lawfully organized under the laws of the United States or any State thereof as long as the aircraft is based and primarily used in the United States, or (d) a governmental unit, and it is not registered under the laws of any foreign country. OPERATION OF AN UNREGISTERED AIRCRAFT MAY SUBJECT THE OPERATOR TO CIVIL PENALTY
2. **DEFINITION OF UNITED STATES CITIZEN**
 - a. An individual who is a citizen of the United States or one of its possessions.
 - b. A partnership of which each individual is a citizen of the United States.
 - c. A corporation or association created or organized under the laws of the United States or of any State, Territory, or possession of the United States, of which the president and two-thirds or more of the board of directors and other managing officers thereof are such individuals and in which at least 75 percent of the voting interest is owned or controlled by persons who are citizens of the United States or of one of its possessions.

HOW TO REGISTER

3. The owner of an aircraft must apply to the Aircraft Registration Branch, P.O. Box 25504, Oklahoma City, Oklahoma 73125-0504, to obtain a certificate of registration. The applicant must submit an Aircraft Registration Application, AC Form 8050-1, accompanied by evidence of ownership and a \$5 registration fee.

Requirements for registration of aircraft are contained in the Federal Aviation Regulations, Part 47, "Aircraft Registration." (For sale by the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.)

NAME REQUIREMENTS

4. An aircraft may be registered only by and in the legal name of its owner. It is important that a name be the same on all conveyances submitted. A corporation has only one name which is approved in its charter or certificate of incorporation: do not use abbreviated or shortened names. An individual should avoid the use of nicknames and should show "Jr." or "Sr." if applicable. A woman's full given name should be used (Harriet A. Jones) rather than her married name (Mrs. George E. Jones).
5. **TRADE NAME.** When a trade name is used by an individual, by co-owners, or by a corporation, the trade name alone is not sufficient since it is not the legal entity owning the aircraft. The trade name may appear on conveyances in addition to the legal name of the owner.

AIRCRAFT REGISTRATION APPLICATION

6. The aircraft registration application must be signed by the owner /applicant. The owner's name on the application must be identical to the name as shown on the evidence of ownership. The type of registration block checked and the title of the signer must also agree. (See requirements for Types of Registration, Items 27 through 31.) If a post office or mail drop address is used for mailing purposes, a physical location or physical address must also be shown on the application.

EVIDENCE OF OWNERSHIP

7. The applicant for registration of an aircraft last registered in the United States must submit conveyances completing the chain of ownership from the last registered owner, through any intervening owners, to the applicant.
8. **A BILL OF SALE.** AC Form 8050-2, or its equivalent, which transfers all right, title, and interest in a specifically described aircraft, is evidence of ownership.
9. **A CONTRACT OF CONDITIONAL SALE** may be recorded as evidence of ownership and the certificate of registration issued to the buyer.
10. **TRANSFER OF EQUITABLE INTEREST.** A transfer of equitable interest under a contract of conditional sale or lease with a purchase option, previously recorded with the Aircraft Registration Branch, shall be executed by the original conditional buyer (or their assignee) and by the seller under the contract of conditional sale (or their assignee) to show consent to the transfer. It shall describe the original contract, including the date, names of parties, date of FAA recording, and conveyance number, and the aircraft by make, model, serial number, and registration number. A recording fee, in addition to the registration fee, is required.
11. **TRANSFER OF INTEREST.** A transfer of interest (by an instrument other than a bill of sale) in an aircraft subject to the security agreement or chattel mortgage whereby the seller conveys all of their right, title and interest in an aircraft to a purchaser is eligible for recording as evidence of ownership. The instrument may contain an assumption clause pertaining to the recorded security document. The transfer agreement should be signed by the seller, the purchaser (if the purchaser assumes the debt), and by the lienholder to denote assent to the transfer. It shall describe the original agreement by its date, parties, date of FAA recording, and conveyance number, and the aircraft by make, model, serial number, and registration number. A recording fee, in addition to the registration fee, is required.
12. **REPOSSESSION.** The reposessor of an aircraft must submit a Certificate of Repossession on AC Form 8050-4 or its equivalent, accompanied by the original or a certified true copy of the security instrument upon which repossession is based, unless such instrument is already recorded with this office (See Certified True Copy, Item 43).
13. **FORECLOSURE.** When repossession is through foreclosure proceedings resulting in a sale, a bill of sale is required in addition to the court order of foreclosure. The bill of sale must be signed by the sheriff or other authorized person who conducted the sale and must include a statement that the sale was made under applicable local law.
14. **JUDICIAL SALE.** The buyer of an aircraft at a judicial sale, or at a sale to satisfy a lien or charge, must submit a bill of sale signed by the sheriff, auctioneer, or other authorized person who conducted the sale, stating that the sale was made under applicable local law.
15. **FORECLOSURE OF MECHANIC'S LIEN.** If the lienholder conducts the sale, the lienholder must provide the citation of the law under which sale was conducted, a statement that it was conducted in accordance with the law, and documentary evidence of compliance.
16. **COURT ORDER.** If title to an aircraft has been in controversy and ownership has been determined by a court of law, a certified copy of the court order may be submitted as evidence of ownership. The aircraft must be specifically described in the order and the owner of record must be a party to the action.

17. **AFFIDAVIT.** If, for good reason, the applicant cannot produce the required evidence of ownership, they may submit for consideration an affidavit stating why they cannot produce the required evidence, accompanied by whatever further evidence is available to prove the transaction. This evidence may be statements of witnesses, evidence of attempts to contact former owner(s), copies of canceled checks, etc. Returned certified mail should be attached to the affidavit.
18. **AIRCRAFT ASSEMBLED FROM PARTS.** The applicant for registration of an aircraft which is assembled from parts to conform to an approved type design must describe the aircraft by class (airplane, rotorcraft, glider, or balloon), by serial number, number of seats, type of engine (reciprocating, turbopropeller, turbojet), number of engines, and manufacturer, model, and serial number of each engine. They must also state whether the aircraft is built for land or water operation. Bills of sale for all major component parts are required as evidence of the applicant's ownership. The major components are the fuselage and engines, for helicopters, it also includes the rotor blades, hub, and tail assemblies.

CONVEYANCES SUBMITTED FOR THE RECORD

19. **AMENDMENT.** An amendment (such as to the date, the description of the collateral, the title of the signer, names of the parties, etc.) may be submitted to amend, correct or clarify any instrument which is on file with the Aircraft Registration Branch. The amendment should state its purpose and describe the original instrument by date, parties, collateral, and, if recorded, the FAA recording date and conveyance number. The amendment must be signed by the parties to the original conveyance. The recording fee is \$5 for each item of collateral affected.
20. **INCOMPLETED SALE.** When a transaction is not completed, but a conveyance has already been submitted, FAA records may be amended by the submission of a statement signed by the parties to the conveyance explaining the circumstances. The statement should declare that the sale was not consummated and that the named purchaser has no right, title or interest in the aircraft. The erroneous conveyance should be described within the statement by its date, parties, collateral, and, if recorded, the FAA recording date and conveyance number. There is a \$5 fee for each item of collateral for which a statement is submitted.
21. **DISCLAIMER OF INTEREST.** A statement disclaiming any interest in a specifically described aircraft may be recorded upon payment of a \$5 recording fee. Such a statement is appropriate to clear the record when a conveyance on file indicates the possibility of an interest by someone outside the chain of ownership.

GENERAL INFORMATION

22. **CONVEYANCES FILED.** Except as provided in 23, all conveyances filed for recordation, which are subsequently recorded, become a part of the permanent aircraft record and may not be returned. Copies of any document on file may be obtained upon request and payment of copy fee for each page furnished in addition to the \$2 for records search.
23. **RETURN OF ORIGINAL.** If a person submitting a conveyance for recording wants the original returned, they must submit a certified true copy with the original. After recording, the copy is kept by the FAA and the original is returned stamped with the date and time of recording. (See Certified True Copy, Item 42.)
24. **SUSPENSION OR REVOCATION OF CERTIFICATE.** Noncompliance with Federal Aviation Regulation 47.51 (which requires submission to the FAA of a triennial report on AC Form 8050-73) may result in revocation or suspension of the registration certificate. After an Order of Revocation has been issued, the last registered owner may reregister the aircraft by submission of a new aircraft registration application and \$5. A new owner may register the aircraft by submission of evidence of ownership, application, and \$5.

25. **REPLACEMENT CERTIFICATE.** If a certificate of registration is lost, mutilated, or destroyed, the holder of such a certificate must apply to the Aircraft Registration Branch for a duplicate. A fee of \$2 must accompany the request. If the owner has applied for a duplicate and has paid the fee, the owner may request a temporary certificate. The temporary certificate is issued by the Aircraft Registration Branch by fax.
26. **MULTIPLE OWNERS.** Although all owner's names are recorded in the aircraft file, the space provided on the certificate of registration limits the number of names that may be shown to five. It is important that the mailing address given be that of the first owner listed on the application.

TYPES OF REGISTRATION

27. **INDIVIDUAL.** When an aircraft is owned by one person, they are an individual owner. Their title in connection with aircraft instruments is "owner." The individual owner's name must be shown in addition to a trade name if one is used. (Example: John Doe d.b.a. Doe Aircraft, signed by John Doe, owner.) If more than one person is shown as applicant on the instrument, registration must be made to them as co-owners or as partners. Individual trustees are identified in this type.
28. **CO-OWNERS.** When an aircraft is owned by two or more persons as co-owners, each person who shares title to the aircraft must sign all instruments relating to the aircraft. The appropriate title would be "co-owner." Each co-owners' name must appear in addition to a trade name if one is used.
29. **PARTNERSHIP.** The names of all general partners must be stated with the partnership name on the application for registration. If there is only one general partner, so state. One general partner may sign instruments for the partnership if the full partnership name is shown and the title "partner" follows his/her signature. The partnership name is either the name under which the partners do business, or, if none, the names of all general partners. An aircraft owned by a partnership which has a corporation as a member (general or limited) is not eligible for registration. Such a partnership does not come within the definition of a "citizen of the United States." (49 USC 40102(a)(15))
30. **CORPORATION.** The name of the corporation must be shown, and a corporate officer or a person in a managerial position should sign the instrument and show their organizational title.
31. **GOVERNMENT.** Persons signing conveyances for Government owned aircraft must show their title as evidence of the capacity in which they act.

AUTHORITY TO SIGN FOR ANOTHER

32. In order to accept signatures not meeting the requirements of Items 27, 28, 29, and 30, above, we need a copy of the document authorizing the signer to act.
33. **AGENT.** Submit the original or a certified true copy of the document authorizing the agent to act; i.e., power of attorney, signed by the individual, all co-owners, or a general partner, whichever is applicable. When signing for a corporation, submit a copy of the resolution of the board of directors authorizing the agent to act, certified as true by a corporate officer or someone in a managerial position. (See Certified True Copy Requirements, Item 42.)
34. **GUARDIAN.** The guardian of another person's property which includes an aircraft, must submit a certified true copy of the court order appointing them as guardian. The name of both owner and guardian should appear on all documents where the signature of the guardian on behalf of the owner is required. The certificate of registration is issued to the applicant as guardian.

35. **ESTATE.** A conveyance executed on behalf of the estate of a deceased owner must be signed by the authorized representative of the estate and should be accompanied by that representative's authority to sign for the estate, unless such authority is already on file with the Aircraft Registration Branch. The name of the estate should be shown, followed by the representative's signature and title; i.e., Estate of John Doe by Richard Doe, Executor. The representative's name must be signed exactly as it appears on the authorization document.

If registration is desired by the executor, administrator, or heir-at-law, the application for registration and \$5 registration fee for each aircraft should accompany the authorization document. The certificate of registration is issued to the executor or administrator.

36. **EXECUTOR OR ADMINISTRATOR.** A certified true copy of Letters Testamentary or Letters of Administration is required as authority for an executor or administrator to act.
37. **HEIR-AT-LAW.** If no executor or administrator is appointed, a notarized statement from the heir-at-law is required. The affidavit should state that no application has been made for the appointment of an executor or administrator and that, insofar as the affiant can determine, no such application will be made; that they are the person entitled to the aircraft under the laws of the state having jurisdiction; or that under such laws they have the right to dispose of the aircraft.
38. **TRUSTEE.** The appointed trustee must submit a certified true copy of the complete trust instrument. The certificate of aircraft registration is issued to a single applicant as trustee, or to several trustees jointly as co-trustees. The trustee(s) must submit an affidavit to the effect that each beneficiary under the trust, including each person whose security interest in the aircraft is incorporated in the trust, is either a United States citizen or a resident alien. If any beneficiary under the trust, including any person whose security interest in the aircraft is incorporated in the trust, is not a United States citizen or resident alien, an affidavit is required from each trustee stating the trustee is not aware of any reason, situation, or relationship as a result of which those persons together would have more than 25 percent of the aggregate power to influence or limit the exercise of the trustees' authority. These affidavits are required under Part 47.7(c)(2)(ii) and (iii) of the Federal Aviation Regulations.
39. **TRUSTEE OF BANKRUPTCY.** A certified true copy of the court order appointing the trustee in bankruptcy, or other court order naming the trustee, is required to show the trustee's authority to sign. The bankrupt's name should be shown, followed by the signature and title of the trustee.
40. **TRUST FORMED BY A PARTNERSHIP.** A partnership of which each member, considered separately, is a citizen of the United States may establish a trust and transfer legal title of the aircraft to the respective trustee(s). The partnership, whose members, considered separately, are citizens of the United States, may be a beneficiary under the trust although the partnership itself may not come within the definition of "citizen of the United States" by reason of one of the members being a corporation.

The applicant trustee(s) must be either a United States citizen(s), including corporations, or resident alien(s) and must certify such on the Application for Registration. In addition, the trustee(s) must submit an affidavit that each beneficiary, including each person whose security interest in the aircraft is incorporated in the trust, is either a United States citizen or a resident alien (Section 47.7(c)(2)(ii)). If, however, any beneficiary under the trust is not a United States citizen or resident alien, each trustee must submit an affidavit that the trustee is not aware of any reason, situation or relationship (involving beneficiaries or other persons not citizens or resident aliens) as a result of which those persons together would have more than 25 percent of the aggregate power to influence or limit the exercise of the trustees' authority (FAR 47.7(c)(2)(iii)). The original or a certified copy of the complete trust agreement and each additional document legally affecting a relationship, including a security interest, under the trust is required. Alternatively, if the subject aircraft is not owned as a partnership asset, but is co-owned, and all the co-owners are individually eligible to register aircraft, the aircraft may be registered in the names of the co-owners. In any case where one or more of the co-owners is a corporation that is not a United States citizen, the requirements of Section 47.9 of the Federal Aviation Regulations must be complied with fully. For further information, please contact the Aeronautical Center Counsel, telephone 405/954-3296.

CHANGE OF NAME

41. When a change of name occurs, the original, certified true copy, or photostatic copy of the instrument approving the change is required; i.e., marriage certificate, certificate from the Secretary of State, certificate from the Comptroller of U.S. Currency, the approved merger agreement, etc. A photostatic copy must show official's name, title, and state seal if applicable. (See Certified True Copy Requirements, Item 42.) When the registered owner's name is changed, an application for registration in the new name should be submitted for each aircraft owned, in addition to the name change document. The fee is \$5 for each aircraft if merger is involved.

CERTIFIED TRUE COPY

42. A certified true copy must be a complete copy (front and back) of the original including all terms, signatures, and dates, to which is attached a signed statement that the copy has been compared with the original and that it is a true copy. The copy must be legible, reproducible, and printed on paper permanent in nature.

A document issued by a court of law should be certified as true by an officer of the court.

A certificate of incorporation must be certified as true either by the Secretary of State or by a corporate officer of the certificate holder.

Statutory: 49 United States Code 40101 et seq.

Regulatory: 14 Code of Federal Regulations Parts 47 and 49.