



**MINISTRY OF TRANSPORT**  
TE MANATŪ WAKA

# | Granting/Varying an International Air Service Licence: New Zealand International Airlines

For scheduled international air services (excluding  
restricted scheduled international air services)

Guidance for applicants

March 2025



## Contents

Introduction.....	2
Background and legislative framework.....	2
New Zealand international airlines .....	2
Scheduled international air service (excluding restricted scheduled international air service).....	2
Application for licence.....	3
Assessment of application for licence .....	5
Decision- making process .....	6
Evaluation of the application and advice to the Secretary .....	6
Grant of licence.....	6
After a licence has been granted.....	7
Renewal of licence .....	7
Varying terms and conditions of licence.....	7
Revocation and suspension process.....	8
While a scheduled international air service is licensed .....	8
Roles within airline licensing .....	9
Principles for how the Ministry will carry out its licensing functions.....	10
Where to go for more information? .....	10
Related documents .....	10
Contact us .....	10
Annex 1: Overview of the process for licensing scheduled international air service (excluding restricted scheduled international air service).....	11
Annex 2: Licensing requirements checklist .....	12

## Preface

The purpose of this guidance document is to provide aviation sector participants with information on how to apply for an international air service licence for scheduled international air services (excluding restricted scheduled international air services), and how the licensing process will be carried out under the Civil Aviation Act 2023. For New Zealand international airlines applying for a restricted scheduled international air services licence, see the guidance document for restricted scheduled international air services.

## Scope

This document is intended to be used as a guide for reference and not taken as a substitute for the provisions in the Civil Aviation Act 2023 or relied on as legal advice.

## Who this document is for

This document is prepared for the aviation sector participants who are interested in or are applying for an international air service licence.

## Glossary of terms and abbreviations

<b>Capacity</b>	<p>the service provided on a route or routes with reference to 1 or more of the following:</p> <ul style="list-style-type: none"> <li>(a) number of aircraft:</li> <li>(b) types of aircraft:</li> <li>(c) number of seats:</li> <li>(d) volume or weight of cargo:</li> <li>(e) any other differential basis</li> </ul>
<b>Licensee</b>	the holder for the time being of a licence issued
<b>New Zealand international airline</b>	<p>an air transport enterprise that—</p> <ul style="list-style-type: none"> <li>(a) is designated, or seeking to be designated, as an airline that is entitled to offer air transport services as a New Zealand airline under an air services agreement (or similar arrangement) between New Zealand and any other country or territory; or</li> <li>(b) has its principal place of business in New Zealand and is operating, or seeking to operate, a scheduled international air service under the single aviation market arrangements set out in the air services agreement in force between New Zealand and Australia</li> </ul>
<b>Restricted scheduled international air service</b>	a scheduled international air service that is subject to any restriction in relation to capacity or route of flights that is stipulated in an air services agreement (or similar arrangement) between New Zealand and any other country or territory
<b>Scheduled international air service</b>	<ul style="list-style-type: none"> <li>(a) if a particular series of flights has been determined under section 175 to be a scheduled international air service, includes that series of flights; and</li> <li>(b) in relation to a New Zealand international airline, includes a seventh freedom service</li> </ul>
<b>Seventh freedom service</b>	<p>a series of flights between 1 or more points in 1 country or territory other than New Zealand and 1 or more points in another country or territory other than New Zealand, if—</p> <ul style="list-style-type: none"> <li>(a) the airline is designated by New Zealand as a seventh freedom service under the air services agreement (or similar arrangement) between New Zealand and each country or territory in which the service is being performed; and</li> <li>(b) the service is performed according to the traffic rights allocated to the airline under those agreements (or arrangements); and</li> <li>(c) the service is a scheduled service.</li> </ul>
<b>Licensing Authority</b>	The Secretary for Transport

## Introduction

### Background and legislative framework

- 1 The Civil Aviation Act 2023 (the Act) introduces a revised licensing framework for New Zealand international airline applicants. This change reflects current regulatory thinking and a simplification of the overall airline licensing process within the transport system.
- 2 The primary purpose of international airline licensing is to ensure that airlines are operating in accordance with relevant air services agreements New Zealand has negotiated with bilateral or multilateral partners.

### New Zealand international airlines

- 3 A New Zealand international airline is a New Zealand air transport enterprise that
  - is designated, or seeking to be designated, as an airline that is entitled to offer air transport services as a New Zealand airline under an air services agreement (or similar arrangement) between New Zealand and any other country or territory, or
  - has its principal place of business in New Zealand and is operating, or seeking to operate, a scheduled international air service under the single aviation market arrangements set out in the air services agreement in force between New Zealand and Australia.
- 4 A scheduled international air service is:
  - a particular series of flights has been determined by the Licensing Authority to be a scheduled international air service; and
  - in relation to a New Zealand international airline, includes a seventh freedom.
- 5 In making a determination to be a scheduled international air service, the Licensing Authority may take into account the substantive nature of the flights, the manner of operation (including regularity and frequency) and whether the flights are open to the public.

### Scheduled international air service (excluding restricted scheduled international air service)

- 6 Section 176 of the Act requires that anyone intending to carry on a scheduled international air service in New Zealand must apply for a licence
- 7 The Minister of Transport (the Minister) is the Licensing Authority for New Zealand international airline applicants seeking a licence for a restricted scheduled international air service. The Secretary for Transport (Secretary) is the Licensing Authority for New Zealand international airlines seeking a licence for a scheduled international air service in all other cases, ie where an international air service license is not subject to any restriction in relation to capacity or route of flights<sup>1</sup>.

---

<sup>1</sup> Under section 178(1)(b) of the Civil Aviation Act 2023

## Application for licence

- 8 New Zealand international airlines planning to operate a scheduled international air service to or from New Zealand must apply for an international air service licence. Refer to **Annex 1: Overview of the process for licensing scheduled international air service (excluding restricted scheduled international air service)** for the end-to-end licensing process.
- 9 The airline operator should inform the Ministry of Transport (Ministry) of their intent to initiate their licence application; submit a new application or vary their existing licence.
- 10 An application for licence must be made to the Ministry and include the information and documents required by relevant legislation or specified by the Secretary for Transport (Secretary) as detailed in the table below.

Supporting information required	Evidence/information to provide
<b>Operational details</b>	<p>Provide details on,</p> <ul style="list-style-type: none"> <li>The route/s to be followed, including all places to be served on the route/s.</li> <li>The type of aircraft to be operated and, for passenger services, its seating configuration.</li> <li>How often the service will fly every week (frequency).</li> <li>Details of any code-share arrangements.</li> <li>The airline code and flight numbers to be used on each route.</li> <li>The date of intended start of the service.</li> </ul> <p>We may also ask you to submit a schedule of full passenger fares.</p>
<b>Proof of ownership and control</b>	<p>Provide evidence of and/or an affidavit attesting that,</p> <ul style="list-style-type: none"> <li>The airline is incorporated, and its head office and operational base are, in New Zealand.</li> <li>New Zealand nationals own at least 51% of the paid-up capital of the airline, and that, for passenger airlines, the total paid-up capital is equal with the scale of the operation proposed.</li> <li>New Zealand nationals have effective control of the airline by holding a majority of the positions on the board, including that of chairperson<sup>2</sup></li> <li>No more than 25% of the airline is owned by a single foreign airline, or foreign airline interest.</li> <li>No more than 35% in total is owned by foreign airlines or foreign airline interests.</li> </ul>

<sup>2</sup> If you intend to operate as a Single Aviation Market airline under the air services agreement between Australia and New Zealand, some differences of ownership may apply.

	<p>If arrangements relating to the operation of the service would, in effect, give control of the airline to a foreign interest, this must be declared in the affidavit.</p> <p>Provide proof of qualification as a New Zealand airline.</p>
<b>Proof of safety and security certification</b>	Provide an air operator certificate issued by the Civil Aviation Authority (CAA). Airlines that intend to code-share, and not operate their own aircraft, do not need a certificate.
<b>Proof of insurance</b>	Provide proof of insurance. The insurance must cover any liability that may arise out of, or in connection with, the operation of the services in respect of death or bodily injury, or of property damage.
<b>Financial ability and experience</b>	<p>Provide assurances that the airline has the financial ability to carry out the proposed service and be likely to do so satisfactorily. The financial information required by the Ministry to provide this assurance will be confirmed in discussion with the applicant. These can include:</p> <ul style="list-style-type: none"> <li>• A business plan for the airline that sets out its objectives and the resources available to achieve it, including the airline's: <ul style="list-style-type: none"> <li>○ Total amount of paid-up capital at the time it is expected to start services.</li> <li>○ Any banking accommodation arranged.</li> <li>○ Any planned capital-raising programmes.</li> </ul> </li> <li>• A budgeted statement of the airline's financial performance for the first year of operation in table format showing income and expenditure levels itemised by major items, together with a schedule that sets out the key assumptions made to get those figures, for example, flight frequency, load factors, fares and rates to be charged.</li> <li>• A statement of financial position that shows the airline's different forms of assets and liabilities immediately before the application date and as predicted over the airline's first year of operation.</li> <li>• A cash flow analysis on a month-by-month basis for the airline's first year of operation, and information on the financial arrangements to deal with any months with negative cash flow.</li> <li>• A list of commitments and guarantees given by the airline or its directors and management team, together with contingent liabilities.</li> <li>• A summary of airline senior management's relevant qualifications and work experience— this does not need to include technical and operational personnel assessed by the CAA.</li> </ul>



<b>Consultation</b>	Provide evidence of consultation with persons likely to be substantially affected by the licensing of the airline <sup>3</sup> .
<b>Consistency with the main and additional purposes of the Act</b>	<p>A safe and secure civil aviation system is the main purpose of the Act. Provide a general statement and/or describe relevant policies of how the proposed services are consistent with this purpose.</p> <p>Provide a general statement and/or describe relevant policies of how proposed services are consistent with the following additional purposes of the Act:</p> <ul style="list-style-type: none"> <li>• To maintain, enhance, and promote a transport system that contributes to environmental sustainability, economic prosperity, inclusive access, healthy and safe people, and resilience and security.</li> <li>• To promote innovation, effectiveness, and efficiency in civil aviation.</li> <li>• To ensure that New Zealand’s obligations under international civil aviation conventions, agreements, and understandings are implemented.</li> <li>• To preserve New Zealand’s national security and national interests.</li> <li>• To take into account the adverse effects of civil of civil aviation on the interests of people, property, and the environment.</li> </ul>

- 11 The Ministry has developed a requirements checklist for applicants to complete and provide with their application. This checklist will allow the information provided to be easily accessible and reduce the time needed for assessment of the application. Refer to **Annex 2: Licensing requirements checklist**

## Assessment of application for licence

- 12 Once an application for licence is submitted, the Ministry will check and evaluate the licence application based on the information outlined above. The Ministry may request for additional information, if required.
- 13 The evaluation process includes:
- I. checking that the rights exist under the relevant air services agreement
  - II. checking that the applicant has contacted the CAA, if certification is necessary
  - III. checking that the applicant meets the requirements to be a New Zealand international airline

<sup>3</sup> Airlines need to consult with New Zealand Immigration, New Zealand Customs Service and Ministry for Primary Industries regarding their requirements.

- IV. checking that the airline has the financial ability to carry on the proposed services
- V. confirming that affected persons/representatives have been consulted<sup>4</sup>
- VI. checking ownership and control
- VII. checking proof of insurance if the airline operates their own aircraft
- VIII. ensuring the application is in compliance with any relevant international agreement, convention, or arrangement to which New Zealand is a party
- IX. ensuring that the application is consistent with the main and additional purposes of the Act
- X. checking that the information requested by the Secretary has been provided
- XI. considering any other matter that the Secretary thinks fit in the public interest
- XII. ensuring that the application is in the manner requested by the Secretary

## Decision- making process

### Evaluation of the application and advice to the Secretary

- 14 Once an application for licence is submitted, the Ministry will review the application documents to decide whether to accept the application as presented, particularly, if it meets the legislative requirements provided in the Act<sup>5</sup>.
- 15 If the Ministry has any concerns with the application which would lead it to not being accepted, we will ask applicants to provide additional information.
- 16 As part of the evaluation, a review may be undertaken to assess any compliance issues arising from the licence application.

### Grant of licence

- 17 After evaluating the information provided by New Zealand international airlines, the Secretary may:
  - refuse<sup>6</sup> a licence application, or
  - grant it wholly or in part, unconditionally or subject to conditions as they think relevant
- 18 In granting the licence, the Secretary may specify the countries or territories that may be served, routes that may be followed, capacity limits and a date before which the service must commence.

---

<sup>4</sup> This is required to ensure the proposed service will be workable in practice. Affected persons are likely to include affected airports, border agencies and the CAA.

<sup>5</sup> Sections s175 to s182 and s186 to s187 of the Act.

<sup>6</sup> The Secretary will refuse to grant a licence if granting it would be contrary to the air services arrangements between New Zealand and the country designating the airline, or any other international agreement, convention or arrangement New Zealand is a party to, in accordance with section 180(2), Civil Aviation Act 2023

- 19 The grant of licence will include the designation<sup>7</sup> under the relevant air services agreement.
- 20 The duration of the licence will be as determined by the Secretary. For New Zealand international airlines operating in markets where the air services rights are not subject to any restriction in relation to capacity or route of flights, the appropriate duration of licence is up to ten years<sup>8</sup>. This allows for periodic review of the airline's services and an opportunity to remove any rights it may no longer be using.
- 21 A scheduled international air service licence for New Zealand airlines takes effect from the date stated in the licence.
- 22 When a licence has been granted, the Ministry will give notice in the New Zealand Gazette.

## After a licence has been granted

### Renewal of licence

- 23 New Zealand airlines must apply to renew a scheduled international air service licence (excluding a restricted scheduled air service licence) at least 1 month before the licence expires. An application for renewal must be lodged with the Ministry.
- 24 The renewal application must include the same information that is required when applying for a new licence. The Ministry will assess the renewal application, applying the same criteria that are applied when an application is made for a new licence, with necessary modifications.
- 25 The licence renewal starts from the day the previous licence expires. The licence may be renewed for an indefinite or specified term.

### Varying terms and conditions of licence

- 26 Once a licence for a scheduled international air service (excluding a restricted scheduled air service) is in force, the Secretary may amend, revoke any of the licence terms and conditions or add any new terms or conditions they think are necessary. The Secretary may do so on their own volition or on application by the licensee.
- 27 If the Secretary initiates variation of a licence on their own volition, the Secretary must give the licensee at least 21 days' notice in writing of this intention, unless the licensee and the Secretary agree on a shorter period.
- 28 If a proposed variation does not concern terms and conditions of the licence, for example, name change of an airline, the Ministry will work with the airline to amend their licence to ensure the continuance of the licenced air service.
- 29 Upon receiving an application for variation, the Ministry will initiate the variation process which will follow the same evaluation procedures as the initial licence application with any

---

<sup>7</sup> Designation is the official procedure when a government advises its bilateral partners of an airline that can exercise the traffic rights negotiated between them. To qualify for a scheduled international air service licence, you must have been designated by the New Zealand Government, in accordance with the relevant provisions of the air services agreement between the New Zealand Government and the other government of the country that the airline is operating or code sharing to.

<sup>8</sup> A licence continues in effect beyond the date of expiry if an application for licence renewal is underway and until the licence application is disposed of, in accordance with s182(2) if the Civil Aviation Act 2023

necessary modifications. If the variation is to include a new decision relating to restricted air rights, the Minister would become the decision maker.

## Revocation and suspension process

- 30 The Minister can suspend or revoke an international air services licence under section 188 of the 2023 Act. This can happen under following circumstances:
- I. the airline has not started the service authorised by the licence on the date specified in the licence
  - II. the Minister is satisfied that the airline is not carrying out the service authorised by the licence in a manner that meets the terms and conditions of the licence
  - III. the service authorised by the licence has been terminated
  - IV. the licence was granted under or in accordance with a convention, agreement, or arrangement between the New Zealand Government and the Government of any other country and:
    - o that convention, agreement or arrangement has been terminated or has ceased to bind either government, or
    - o circumstances have occurred or a condition has been met that means the Minister, or the New Zealand Government, can revoke the licence.
- 31 The Minister may suspend the licence for a period that the Minister thinks fit.

## While a scheduled international air service is licensed

- 32 We encourage airlines to regular monitor their operations to be in compliance with the terms and conditions of their licence.
- 33 The Ministry will examine the twice-yearly schedule filings provided by the airlines as a condition of their licence. If the schedule goes beyond what is permitted in the licence, we will advise the airlines to either amend the schedule to conform with the licence or, if the relevant air services agreement permits, apply for a variation to the licence to incorporate the additional rights.
- 34 The Secretary may also require a licensee to make financial and statistical returns and statements as at specific dates, or in relation to specified periods, or on the occurrence of specified events, including on an ongoing basis, or from time to time.

## Roles within airline licensing

Who	Role
New Zealand international airline	<ul style="list-style-type: none"> <li>• Consult the Ministry for pre-application queries</li> <li>• Submit a licence application if they wish to commence a scheduled international air service in New Zealand [s176(1)]</li> <li>• Inform the Ministry of Transport of any relevant changes during the process of considering the licence application</li> <li>• Review the application and if necessary, revise and resubmit it</li> <li>• If there is a subsequent need for variation, apply for variation and with the Ministry of Transport [s184(1)(b)(ii)]</li> <li>• If necessary, revise and resubmit the variation.</li> <li>• Apply for renewal of licence, if required [s183(2)]</li> </ul>
Civil Aviation Authority	<ul style="list-style-type: none"> <li>• Provide feedback when consulted by the Ministry of Transport.</li> </ul>
Ministry of Transport	<ul style="list-style-type: none"> <li>• Provide feedback on pre-application queries</li> <li>• Upon receipt of an application, <ul style="list-style-type: none"> <li>○ Ensure the application is in the manner requested by the Secretary [s177(b)]</li> <li>○ Verify if the information requested by the Secretary has been provided [s177(c)(ii)]</li> <li>○ Verify that the necessary rights are available under the relevant air services agreement/s [s180(1)(a)(ii)]</li> <li>○ Verify the applicant qualifies as a New Zealand airline, and that it has the financial ability to carry on the proposed services</li> <li>○ Ensure the application is consistent with the main and additional purposes of the Act [s180(1)(a)(i)]</li> <li>○ Provide legal advice on the application to the Secretary, if required</li> </ul> </li> <li>• Consult with the CAA on matters related to licence applications</li> <li>• Prepare advice to the Secretary for Transport or delegate with a recommendation to grant or deny the licence.</li> <li>• Arrange publication of grant of licenses in the <i>New Zealand Gazette</i> [s181(4) &amp; s184(6)]</li> <li>• Arrange publication of licensing decisions on the Ministry's website.</li> <li>• Confirm if affected persons/representatives including government agencies have been consulted.</li> </ul>
Secretary for Transport or delegate	<ul style="list-style-type: none"> <li>• Consider licence applications and grant international air services licences [s178(2)] &amp; [s181(1)]</li> <li>• Renew an international air services licence [s183(1)]</li> <li>• Give notice of the intention of varying the terms and conditions of licence to the licensee [s184(3)]</li> <li>• Amend or revoke any terms and conditions of the licence or add any new terms of conditions to the licence [s184(2)]</li> </ul>
Minister of Transport	<ul style="list-style-type: none"> <li>• Suspend or revoke licences [s188]</li> </ul>

## Principles for how the Ministry will carry out its licensing functions

### **Partnership**

The Ministry believes in working in partnership with airline operators. This approach fosters mutual respect and understanding, and it ensures that both parties work towards the common goal of safe and efficient airline operations. The Ministry provides guidance and support throughout the licensing process, and it encourages open and honest communication.

### **Transparency**

The Ministry is committed to transparency in all its dealings. It provides clear and comprehensive information about the licensing process, including the requirements, timelines, and evaluation criteria. It also maintains an open line of communication with airline applicants, providing timely updates and feedback.

### **Efficiency**

The Ministry strives for efficiency in carrying out its airline licensing functions. It has streamlined the application process to minimise inconvenience. It also uses technology to facilitate communication and document submission.

### **Fairness**

The Ministry ensures fairness in the airline licensing process. It applies the same standards and criteria to all applicants.

### **Compliance**

The Ministry is committed to ensuring airlines meet their obligations under the 2023 Act. We evaluate and process applications thoroughly to ensure that airline operators comply.

### **Continuous Improvement**

The Ministry believes in continuous improvement and will invest in training and development to enhance the skills and knowledge of its staff.

## Where to go for more information?

### Related documents

- Civil Aviation Act 2023 [www.legislation.govt.nz/act/public/2023/0010/latest/whole.html#LMS49346](http://www.legislation.govt.nz/act/public/2023/0010/latest/whole.html#LMS49346)
- Ministry of Transport website <https://www.transport.govt.nz/>

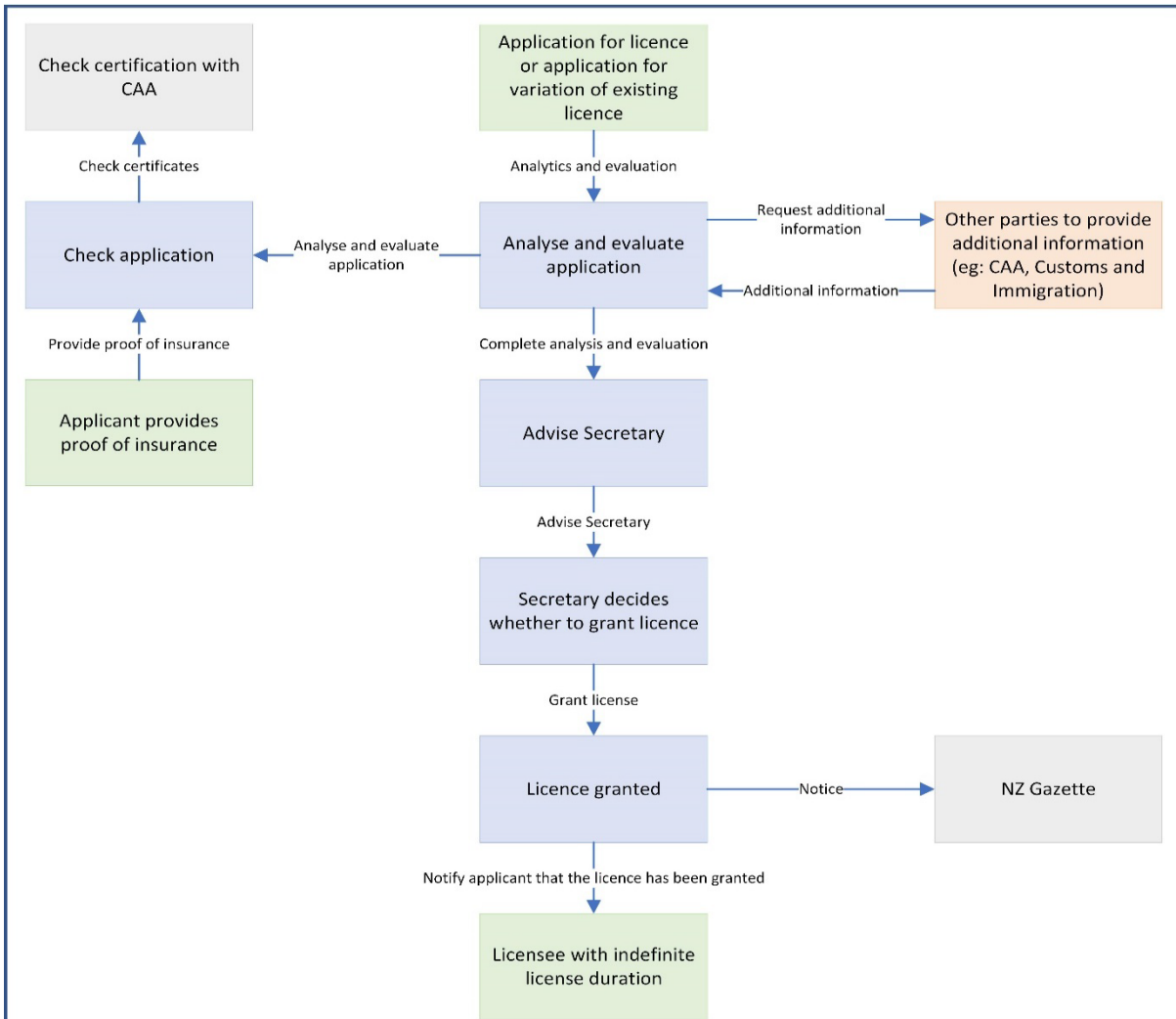
### Contact us

Get in touch for more information about air services licensing at [airservices@transport.govt.nz](mailto:airservices@transport.govt.nz)

ANNEX 1: OVERVIEW OF THE PROCESS FOR LICENSING SCHEDULED INTERNATIONAL AIR SERVICE (EXCLUDING RESTRICTED SCHEDULED INTERNATIONAL AIR SERVICE)

# Annex 1: Overview of the process for licensing scheduled international air service (excluding restricted scheduled international air service)

The chart below captures an overview of the licensing process from the application and the grant of licence.



**Application checks:**

- Ensure the application is in the manner requested by the Secretary
- Verify if the information requested by the Secretary has been provided
- Verify that the necessary rights are available under the relevant air services agreement/s
- Verify the applicant qualifies as a New Zealand airline, and that it has the financial ability to carry on the proposed services
- Check financial ability to carry out the proposed service
- Check business plan
- Check budgeted statement of financial performance
- Check statement of financial position
- Perform cash flow analysis
- Check list of commitments and guarantees
- Check summary of airline senior management’s relevant qualifications
- Confirm if affected persons/representatives have been consulted
- Check ownership and control
- Check that the applicant has contacted the Civil Aviation Authority, if certification is necessary
- Check proof of insurance if the airline operates their own aircraft
- Ensure the application is consistent with the main and additional purposes of the Act
- Ensure that the application is in compliance with any relevant international agreement, convention, or arrangement to which New Zealand is a party
- Assess any compliance issues arising from the licence application

## Annex 2: Licensing requirements checklist

### Scheduled international air service (excluding restricted scheduled international air service) licensing –New Zealand International Airline Requirements checklist

Completing the Requirements Checklist will reduce the time needed for the Minister to assess international air service licence applications by:

- allowing the Ministry to easily find and review the information required by the Act, and
- providing transparency to the applicant on the Ministry's review of the licensing information.

Please complete all the sections. If a section is not applicable to the operation, please note this. If, for your operation, compliance is required for something not listed in the checklist, please add it and note the basis for the requirement.

The Ministry recommends that, after submitting the completed Requirements Checklist along with the application, you maintain an up-to-date version of the Requirements Checklist to assist with on-going compliance.

#### Airline information

<b>Airline:</b>	[insert legal name/s] [insert address of service and postal address] [insert email address]
<b>Primary contact person for this application:</b>	Name: Role: Phone: Email:

#### Document submission information

<b>Documents Submitted:</b>	[list documents]
<b>Date submitted:</b>	<i>[enter date application submitted]</i>



## Schedule of International Air Service licensing information requirements

In each section below, please provide **both**:

- page/paragraph numbers where the information requirement has been addressed in the documentation you have provided, and
- how the information requirement has been addressed.

INFORMATION REQUIREMENT		OPERATOR	MINISTRY OF TRANSPORT
Requirements based on the Civil Aviation Act 2023 and other information required by the Ministry of Transport		Page references and comments	Review & Comments (for MoT internal use)
<b>Ref #</b>	<b>1. Operational details</b>		
1(a)	The route/s to be followed, including all places to be served on the route/s.	<i>[Please specify]</i>	
1(b)	The aircraft type to be operated and, for passenger services, its seating configuration.	<i>[Please specify]</i>	
1(c)	How often the service will fly every week (frequency).	<i>[Please specify]</i>	
1(d)	Details of any code-share arrangements.	<i>[Please specify]</i>	
1(e)	The airline code and flight numbers to be used on each route.	<i>[Please specify]</i>	
1(f)	The date of intended start of the service.	<i>[Please specify]</i>	
	<b>2. Proof of ownership and control</b>		
2(a)	The airline is incorporated, and its head office and operational base are in New Zealand.	<i>[Please provide evidence/affidavits]</i>	
2(b)	New Zealand nationals own at least 51% of the paid-up capital of the airline, and that, for passenger airlines, the total paid-up capital is equal with the scale of the operation proposed.	<i>[Please provide evidence/affidavits]</i>	
2(c)	New Zealand nationals have effective control of the airline by holding a majority of the positions on the board, including that of chairperson — in addition, if services are to be provided to Australia, at least two-thirds of the board positions must be held by Australian or New Zealand nationals.	<i>[Please provide evidence/affidavits]</i>	

## ANNEX 2: LICENSING REQUIREMENTS CHECKLIST

INFORMATION REQUIREMENT Requirements based on the Civil Aviation Act 2023 and other information required by the Ministry of Transport		OPERATOR Page references and comments	MINISTRY OF TRANSPORT Review & Comments (for MoT internal use)
2(e)	No more than 25% of the airline is owned by a single foreign airline, or foreign airline interest.	<i>[Please provide evidence/affidavits]</i>	
2(f)	No more than 35% in total is owned by foreign airlines or foreign airline interests.	<i>[Please provide evidence/affidavits]</i>	
2(g)	If arrangements relating to the operation of the service would, in effect, give control of the airline to a foreign interest, this has been declared in affidavits.	<i>[Please provide affidavits]</i>	
2(h)	Proof of qualification as a New Zealand airline.	<i>[Please provide evidence/affidavits]</i>	
<b>3. Proof of safety and security certification</b>			
3(a)	The applicant must provide an air operator certificate issued by the Civil Aviation Authority. Airlines that intend to code-share, and not operate their own aircraft, do not need a certificate.	<i>[Please provide evidence]</i>	
<b>4. Proof of insurance</b>			
4(a)	The applicant must provide proof of insurance. The insurance must cover any liability that may arise out of or in connection with the operation of the services in respect of death or bodily injury, or of property damage.	<i>[Please provide evidence]</i>	
<b>5. Financial ability and experience</b>			
5(a)	Assurances that the airline has the financial ability to carry out the proposed service and be likely to do so satisfactorily.	<i>[Please provide evidence]</i>	
5(b)	A business plan for the airline that sets out its objectives and the resources available to achieve it, including the airline's:	<i>[Please provide evidence]</i>	
5(b)(i)	Total amount of paid-up capital at the time it is expected to start services.	<i>[Please provide evidence]</i>	
5(b)(ii)	Any banking accommodation arranged.	<i>[Please provide evidence]</i>	
5(b)(iii)	Any planned capital-raising programmes.	<i>[Please provide evidence]</i>	

## ANNEX 2: LICENSING REQUIREMENTS CHECKLIST

INFORMATION REQUIREMENT Requirements based on the Civil Aviation Act 2023 and other information required by the Ministry of Transport		OPERATOR Page references and comments	MINISTRY OF TRANSPORT Review & Comments (for MoT internal use)
5(c)	A budgeted statement of the airline's financial performance for the first year of operation in table format showing income and expenditure levels itemised by major items, together with a schedule that sets out the key assumptions made to get those figures, for example, flight frequency, load factors, fares and rates to be charged.	<i>[Please provide evidence]</i>	
5(d)	A statement of financial position that shows the airline's different forms of assets and liabilities immediately before the application date and as predicted over the airline's first year of operation.	<i>[Please provide evidence]</i>	
5(e)	A cash flow analysis on a month-by-month basis for the airline's first year of operation, and information on the financial arrangements to deal with any months with negative cash flow.	<i>[Please provide evidence]</i>	
5(f)	A list of commitments and guarantees given by the airline or its directors and management team, together with contingent liabilities.	<i>[Please provide evidence]</i>	
5(g)	A summary of airline senior management's relevant qualifications and work experience— this does not need to include technical and operational personnel assessed by the CAA.	<i>[Please provide evidence]</i>	
<b>6. Airline designation (For Ministry use only)</b>			
6(a)	Formal advice to the other country to operate services pursuant to the agreement.	<i>[Ministry to check]. Designation is set out in the air services agreement and can be through a notice sent through diplomatic channels or by communication from the Ministry of Transport to its counterpart in the other country.]</i>	
<b>7. Consultation</b>			
7(a)	Consultation with persons likely to be substantially affected by the licensing of the	<i>[Please provide evidence of consultation]</i>	

## ANNEX 2: LICENSING REQUIREMENTS CHECKLIST

INFORMATION REQUIREMENT Requirements based on the Civil Aviation Act 2023 and other information required by the Ministry of Transport		OPERATOR Page references and comments	MINISTRY OF TRANSPORT Review & Comments (for MoT internal use)
	airline (affected airports, border agencies and the CAA.).		
<b>8. Consistency with the main and additional purposes of the Act</b>			
8(a)	A safe and secure civil aviation system.	<i>[Please provide a general statement and/or describe relevant policies of how your operation is consistent with this purpose of the Act]</i>	
8(b)	Maintain, enhance, and promote a transport system that contributes to environmental sustainability, economic prosperity, inclusive access, healthy and safe people, and resilience and security.	<i>[Please provide a general statement and/or describe relevant policies of how your operation is consistent with this purpose of the Act]</i>	
8(c)	Promote innovation, effectiveness, and efficiency in civil aviation.	<i>[Please provide a general statement and/or describe relevant policies of how your operation is consistent with this purpose of the Act]</i>	
8(d)	Ensure that New Zealand's obligations under international civil aviation conventions, agreements, and understandings are implemented.	<i>[Please provide a general statement and evidence of meeting relevant civil aviation conventions, agreements or understandings]</i>	
8(e)	Preserve New Zealand's national security and national interests.	<i>[Please provide a general statement and/or describe relevant policies of how your operation is consistent with this purpose of the Act]</i>	
8(f)	Take into account the adverse effects of civil of civil aviation on the interests of people, property, and the environment.	<i>[Please provide evidence of consultation and describe relevant policies]</i>	

Ministry of Transport Use

Assessed By:

Work Request:

Date received: DD / MM / YYYY

Date accepted: DD / MM / YYYY



# Granting/Varying an International Air Service Licence: New Zealand International Airlines

---

For scheduled international air  
services (excluding restricted  
scheduled international air  
services)

Guidance for applicants

[transport.govt.nz](https://transport.govt.nz)



**Te Kāwanatanga o Aotearoa**  
New Zealand Government