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**INTERNATIONAL CIVIL AVIATION ORGANIZATION**

**REGULATIONS AND PROCEDURES  
FOR THE INTERNATIONAL REGISTRY**

**FIFTH EDITION**

**ADDENDUM NO. 1**

The attached Fee Schedule shall replace the Fee Schedule in the Appendix to the International Registry Procedures in the Fifth Edition of the *Regulations and Procedures for the International Registry* (Doc 9864).

(5 pages)



**REGULATIONS AND PROCEDURES  
FOR THE INTERNATIONAL REGISTRY**

**Appendix**

**Fee Schedule**

**1. FEES FOR USING THE  
INTERNATIONAL REGISTRY**

**User set-up fee**

- 1.1 No person may register with the International Registry without having paid a “user set-up fee”.
- 1.2 The user set-up fee payable in respect of a controlled entity shall be levied as follows:
- (a) upon approval of the controlled entity by the administrator of an approved transacting user entity, after the coming into force of the Third Edition of the Regulations and Procedures for the International Registry; and
  - (b) on the next date of the subscription renewal of an approved transacting user entity, where the administrator of said entity approved the controlled entity or the special purpose entity prior to the coming into force of the Third Edition of the Regulations and Procedures for the International Registry.
- 1.3 User set-up fees are set out in Table 1. These fees include the provision of a public key infrastructure (PKI) certificate that is installed on the user workstation. In the event of this certificate being lost or destroyed, a new certificate will be supplied on payment of a “lost certificate fee” as set out in Table 1.

**Registration fee**

- 1.4 A single registration fee shall be charged for all registrations initiated by the same registering party during a “registration session”, defined to mean one session with the International Registry permitting “all registrations” relating to:
- (a) one airframe and all engines regularly used thereon (or any subset thereof or any individual engine); or
  - (b) one helicopter.

For this purpose, “all registrations” means all registrations reflecting transactions, including a transfer of the right to consent to a discharge, or an amendment or a discharge relating to the object or objects set out in paragraph 1.4 (a) or (b) entered into within a period of 24 hours from the time of the initiation of the registration session, including those reflecting different or multiple types of registrations permitted under the Convention and the Protocol without limitation in number (e.g. an international interest (leasing agreement), a second international interest (security agreement), a third international interest (a second security agreement), subordination (of the second international

interest to the first), and an assignment of one or more of the international interests). A “registration session” will last for 24 hours for the purposes of the “registration fee”.

1.5 That single registration fee shall be defined as the “registration fee”, the amount of which is set out in Table 1.

1.6 Spare engines (i.e. further engines beyond the number normally fitted to an airframe) that are to be registered with an airframe during a single registration session will be subject to an additional “spare engine fee”, the amount of which is set out in Table 1.

**Priority search fee**

1.7 A “priority search fee” for each priority search certificate is set out in Table 1.

1.8 An entity name change fee shall apply for each submitted name change notification request.

**Table 1. Fees**

<i>Description</i>	<i>Fee (in U.S. dollars)</i>
Controlled entity set-up fee (1 year)	180
User set-up fee (1 year)	200
Registration fee	100
Replacement administrator fee	50
Entity name change fee	200
Spare engine fee	50
Priority search fee	22
Lost certificate fee	10

**2. PROCEDURE FOR ADJUSTMENT OF FEES**

2.1 The fees are subject to periodic review by the Supervisory Authority, in consultation with the Registrar. New fees may then be set by the Supervisory Authority, based upon anticipated volume at that point, taking into account:

- (a) the Registrar’s cash reserves for working capital;
- (b) the level of insurance required by the Supervisory Authority;
- (c) any litigation budget required by the Supervisory Authority or the Registrar above that contained in the cost schedule;
- (d) the Supervisory Authority costs;
- (e) any service enhancements requested by the Supervisory Authority or suggested by the Registrar;
- (f) the transaction volume achieved by the International Registry and the variation from the transaction volume projected by the Registrar;
- (g) any other relevant factors.

### **3. IRISH VAT**

Users will be invited to state their country of residence as part of their user profile and, if based in the European Union, will be asked for a company VAT number that will determine the application of Irish VAT (applies to Irish and European Union users). Under current legislation, European VAT is not applicable to services delivered to parties outside of Europe (therefore users outside of the European Union are not subject to VAT).

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