

DIPLOMATIC CLEARANCE FOR MILITARY AND STATE AIRCRAFT VISITING NEW ZEALAND

Required Information



This form must be completed in full and emailed to: diplomatic.clearance@mfat.govt.nz

Six Weeks Advance Notice Requirement

Diplomatic clearance must be requested via a diplomatic Third Person Note (TPN) at **least six weeks in advance** in order for the necessary processes to be completed.

Requesting Country	Point of Contact Name	Point of Contact Email	Point of Contact Phone
Purpose of Visit			

Aircraft

Type	Registration	Call Sign

Alternate Aircraft

Type	Registration	Call Sign

To New Zealand

Country Point of Departure	Date	Time (Standard time)	New Zealand Airspace Entry Point	Date	Time (NZST)

Itinerary in New Zealand

Landing Location / Airport Name(s)	Arrival Date	Arrival Time (NZST)	Departure Date	Departure Time (NZST)

From New Zealand

New Zealand Airspace Exit Point	Date	Time (NZST)	First Point of Arrival	Date	Time (Standard time)

Overflight Routes

Routes

Operator

Do you hold an air operator's certificate issued by your state of registry or by [CAA](#)?

No

If yes, please provide a copy of the certification.

yes

Name	Address (if civil registered)	Nationality

Captain

Captain Title	Captain Last Name	Captain Given Name

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Required Information

Crew and Passengers

Number of Crew – not including Captain	Number of Passengers – not including VIPs

VIPS

Title	Last Name	Given Name
/	/	/

Weapons

Weapons		No Weapons On-board
Type	Quantity	
/	/	

Intended Use of Photographic, Electro-optical, or other Observation/Sensor Equipment

Intended Use of Photographic, Electro-optical, or other Observation/Sensor Equipment		No Observation Equipment On-board
Type	Quantity	
/	/	

Dangerous Goods

Dangerous Goods			No Dangerous Goods Onboard					
Class	Name	NEQ (kg)	United Nations Number					
/	/	/						
/	/	/						
/	/	/						

Additional Information

RNZAF Support

Is this flight to be facilitated by RNZAF Base(s) and/or Facilities?

No

☐

Yes

☐

If yes, please also contact HQJFNZ Joint Air Operations Centre Combat Support Staff Officer

Email: hqjfnzjaoccombatsupport@nzdf.mil.nz

DIPLOMATIC CLEARANCE FOR AIRCRAFT

Required Information

Required information guidance

State and Military Aircraft - Diplomatic Clearances are required for state aircraft undertaking activities that are governmental in character (i.e. not commercial activities), and for state military aircraft.

Definition - "Aircraft" means any machine that can derive support in the atmosphere from the reactions of the air; and includes any airplane, unmanned aerial vehicle (UAV), balloon, kite balloon, airship or glider.

Requesting Country – Please indicate the country applying for clearance.

Point of Contact – Please add the name, email address and phone number of the draftee or best contact to discuss any further information regarding the flight.

Purpose – Please indicate the purpose of flight, i.e. VIP transport, cargo transport etc. If the aircraft is supporting or participating in an exercise or operation, please indicate the name of the exercise or operation.

Operator – Please indicate the operator of the aircraft and their nationality. If the operator is civil registered, please include their address.

Aircraft – Please provide the registration, type of aircraft and call sign the aircraft will be using within New Zealand airspace.

Alternate Aircraft (if required) - Please provide the registration, type of aircraft and call sign the aircraft will be using within New Zealand airspace.

To New Zealand – These are the details for the flight to New Zealand. Please indicate the last airfield prior to arrival in New Zealand with the estimated time and date of departure and the point of entry into New Zealand airspace with the estimated time and date of entry. Times and dates should be in New Zealand Local Time. UTC times and dates can be indicated in brackets and marked UTC.

Itinerary In New Zealand – Please specify all landing ports within New Zealand with the estimated time and date of arrival and departure from these airfields. Times and dates should be in New Zealand Local Time. UTC times and dates can be indicated in brackets and marked UTC.

From New Zealand - These are the details for the flight from New Zealand. Please indicate the point of exit from New Zealand airspace with the estimated time and date of exit and the first airfield after departure for New Zealand with the estimated time and date of entry. Times and

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dates should be in New Zealand Local Time. UTC times and dates can be indicated in brackets and marked UTC.

Route – Please specify the air route the aircraft will fly over New Zealand airspace.

Captain – Please indicate captain's title (or rank), first and last name.

Crew and Passengers – Please provide crew numbers (less the captain's named above) and passenger numbers (less the VIPs named below).

VIP – Please provide any VIP details. Where the VIPs are only on board for part of the mission, the legs in which they will be travelling should be specified in the additional information section of the form.

Weapons – Please indicate if weapons are being carried on the flight. If no weapons are carried, please check the box at the top of the field. If weapons are being carried, please specify the type and quantity of each weapon. Where such cargo is not being carried on all legs of the journey, the weapons being carried for each journey segment should be specified in the additional information section of the form.

Photographic, Electro-optical or other Observation Equipment – Excluding equipment used for the normal flight operation of the aircraft, any electronic, photo-sensory or other observation or sensor equipment which will be on board and in use should be detailed in this section. Military aircraft exercising or operating with the NZDF are excluded from this requirement. If no such equipment is being carried, kindly check the box at the top of the field to confirm.

Dangerous Goods - Please indicate if dangerous goods (DG) are being carried on the flight. If no DG are being carried, please check the box at the top of the field. If DG are being carried please detail the class, name, Net Explosive Quantity (in kilograms) and United Nations (UN) number in the right hand columns. Where such cargo is not being carried on all legs of the journey the DG that are carried for each journey segment should be specified in the additional information section of the form.

Additional Information – This section has been provided for any additional information on the flight which may be pertinent to the granting of diplomatic clearance, such as any request for clearance time-delay.

Logistics and Ground Handling - Please note that while logistics and ground handling information or requirements can be provided in this section for information, it is the responsibility of the requesting country to organize such requirements themselves or in conjunction with their New Zealand host (after direct liaison with that host). The Ministry of Foreign Affairs and Trade Point of Contact for processing the diplomatic clearance request will not assume responsibility for, or pass on, logistic or handling requirements.