

# TRANSITION AIRCRAFT INFORMATION LEAFLET

Austro Control (ACG)  
Österreichische Gesellschaft für Zivilluftfahrt  
mit beschränkter Haftung  
Austrian Civil Aviation Authority  
Schnirchgasse 17  
1030 Vienna, Austria

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**This Leaflet is established to provide general information for Continuing Airworthiness Management Organisations (CAMO) and Leasing Companies about the process of transition aircraft on the Austrian register.**

In this context, a **transition aircraft** is a new or used aircraft that will be transferred from a foreign register, or in case of a new aircraft from the manufacturer, to another foreign register using the Austrian register for various purposes. These purposes can be, but are not limited to, maintenance, parking/storage and non-commercial flights with the purpose of flying the aircraft to a maintenance facility or to perform a functional test or demonstration flight. While being registered in the Republic of Austria, an application for a Certificate of Airworthiness shall be issued.

After this period, the aircraft will be either transferred within the EASA environment or exported to a third country.

This leaflet addresses following topic on a high level:



## PROCESS DESCRIPTION



## PROCESS COMMUNICATION



## TIMELINE

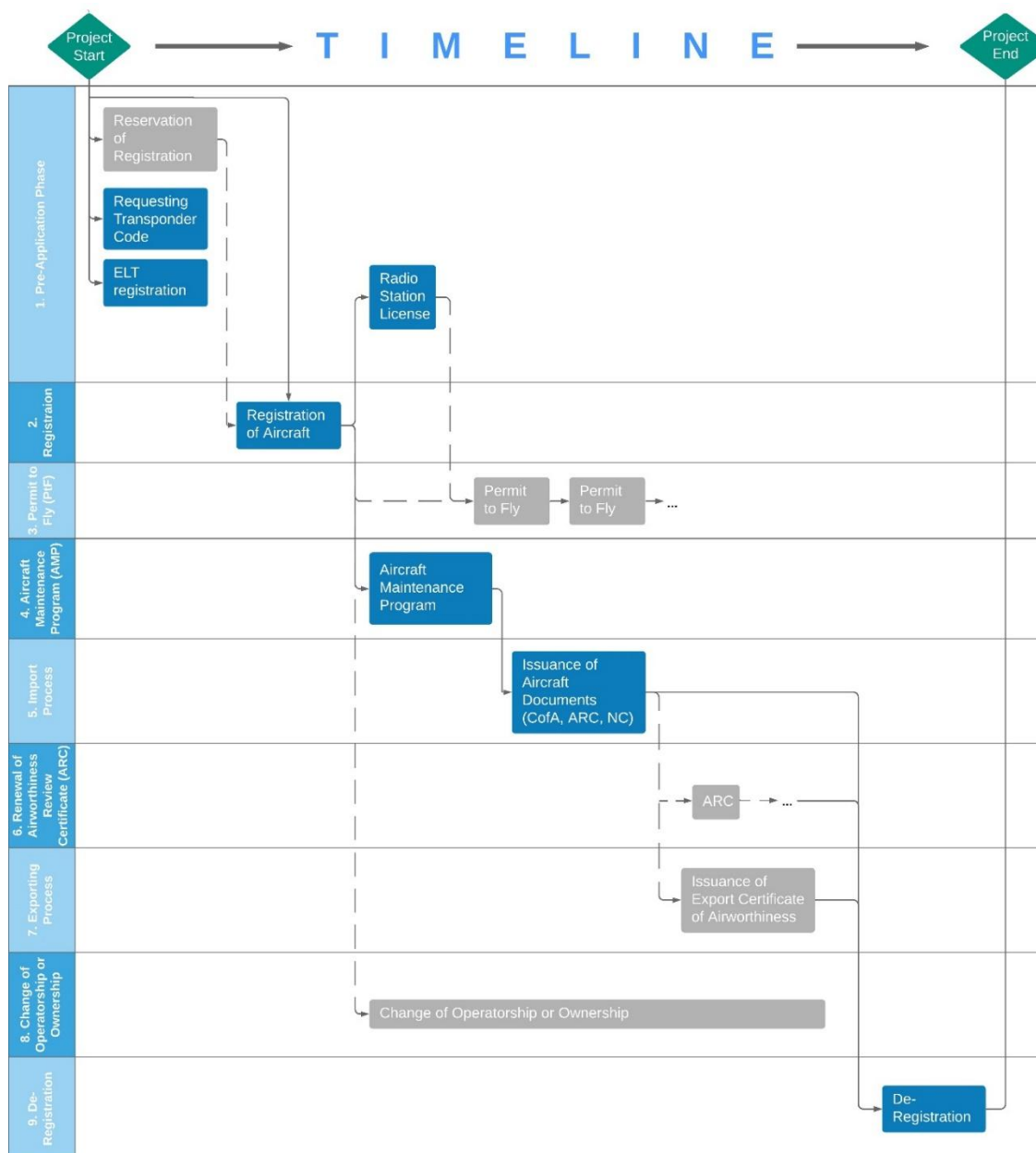


## FEES & CHARGES

*An operation of a transition aircraft under an 83bis agreement is not foreseen and therefore not subject to this leaflet.*

## Process Description

The flowchart below describes the structure, required steps and prerequisites for each milestone of a typical transition project. While the mandatory actions (blue blocks) are compulsory in a transition aircraft project, the optional actions (grey blocks) can be initiated by the operator or by the nature of the project. Furthermore, the figure shows the timely relation of the individual process actions to each other. A continuous line represents a mandatory relation, a dotted line represents an optional relation depending whether the previous process step is mandatory or not.



To outline the process of an aircraft transition, each step is explained in detail in the respective chapter of the Transition Handbook, including the required form sheets and necessary aircraft documentation. The handbook will be provided as soon as an application for registration has been received.

## Process Communication

Initial enquiries for any general or project related requests should be sent to the email address [transition@austrocontrol.at](mailto:transition@austrocontrol.at).

For a project comprising several transition aircraft, each aircraft shall be treated in a separate email including the respective application forms.

After an application together with a project schedule has been sent to Austro Control, a designated Airworthiness Inspector will be assigned to the project. Vice versa, a responsible person at the CAMO must be nominated. As soon as a responsible person is identified on both sides, all further communication takes place directly between them.

Any changes to the schedule shall be reported to the assigned Airworthiness Inspector, otherwise supporting the project in the desired timeframe cannot be ensured.

It is the CAMO's responsibility to nominate a designated person for an overall coordination in case of scheduling conflicts of their projects.

## Timelines

It is advised to communicate the project schedule beforehand and announce delays in the schedule in good time so that undue delays in the process can be avoided.

The timeline for each process step has to be agreed with the responsible Austro Control staff. When all necessary documents are available and in sufficient quality, each process step can be expected to be processed by the ACG employee within the following timeframe:

- |   |                       |
|---|-----------------------|
| • Mode S code allocation  | <b>3 working days</b> |
| • Registration of an aircraft                                       | <b>3 working days</b> |
| • Issuance of a Permit to Fly                                       | <b>2 working days</b> |
| • Issuance of a Certificate of Airworthiness (EASA Transfer)        | <b>2 working days</b> |
| • Issuance of a Certificate of Airworthiness (Third country import) | <b>3 working days</b> |
| • Issuance of an Export Certificate of Airworthiness                | <b>3 working days</b> |
| • De-registration of an aircraft                                    | <b>2 working days</b> |

The application for an Aircraft Radio Station Licence is processed by the Telecommunications Office in Vienna. The application can be submitted as soon as the aircraft registration is known. The issuance of the radio station licence takes **around 2 weeks**.

The ELT codes have to be provided to Austro Control via an online form and will be processed within **3 working days**.

If the renewal of an Airworthiness Review Certificate is necessary, the review of the recommendation might take up to **2 working days**.

## Fees & Charges and Cancellation Policy

In a typical transition project, involving the issuance of a Permit to Fly, a Certificate of Airworthiness (CofA) and an Export CofA, costs of around 45.000 to 62.000 Euro can be expected.

A detailed breakdown of the costs is listed below.

According to the Austro Control Fees and Charges Regulation (ACGV), the costs are based on the Maximum Take Off Mass (MTOM) of the aircraft.

All aircraft with a MTOM above 20.000 kg will currently be charged as follows:

Allocation of a registration	137,00 Euro
Registration	3.765,00 Euro
Permit to Fly	1.204,00 Euro
	This fee includes 3 hours of labour. Any addition effort will be charged with an amount of 92,00 Euro for each half hour
Permit to Fly (in case no CofA is in place or an application for issuance of a CofA hasn't been provided beforehand)	3.610,00 Euro
	This fee includes 3 hours of labour. Any addition effort will be charged with an amount of 92,00 Euro for each half hour
Aircraft maintenance program	1.055,00 Euro
	In addition, the inspector's effort will be charged with an amount of 92,00 Euro for each half hour
Issuance of a Certificate of Airworthiness incl. ARC and Noise Certificate	27.690,00 Euro
Export Certificate of Airworthiness	9.631,00 Euro
	In addition, the inspector's effort will be charged with an amount of 92,00 Euro for each half hour
	Travel expenses for the necessary physical inspection in the Export process would be charged as incurred.
De-registration	1.808,00 Euro
Aircraft Radio Station Licence	A one-off fee of 1.000,00 Euro will be charged and the licence is valid for 10 years.

*The above outlined fees and charges are adjusted for inflation on a yearly basis (current status: BGBl. II Nr. 8/2025). In addition to the above fees, a small amount of administrative fees will be charged for each application.*

If an application for a process step is withdrawn, ACGV dictates to charge 1/3 of the respective flat fee. When applicable by the respective process step, the complete sum of the man-hours billed on the project will be charged in addition.

## Reservation of Registration

According to Austrian Civil Aircraft and Appliances Ordinance 2010 (ZLLV 2010), appendix B in its current version, aircraft with a MTOW of more than 20.000kg can either be registered as OE-Ixx or OE-Lxx. Prior sending an application for reservation of a registration, the availability of the desired aircraft registration can be checked [online](#). The tab sheet "Available Registration Marks" has to be selected and at least the letter "I" or "L" has to be entered.