

Application for Runway Driving Licence

Receipt Stamp Aviation/ID Service, Service Center Safety & Security

Complete the application form at a PC or print clearly in block letters. Tick the applicable boxes.

Printed applications will be accepted only when printed on both sides.

Applicant

Surname, first name

Date of birth

Street/Number

Holder of airport driving licence

Runway driving licence

Yes, since

No

SXF TXL

Postal code/City

ORAT training completed

Verified AD/Date, number plate

TO VF FO RP

Company/Authority

Unit/Organisational unit*)

/

Street/Number

Email address

Postal code/City

Phone

Requested validity (DD/MM/YYYY)

/ /

Type of application

Application for Berlin Brandenburg Airport (BER):

Initial

Replacement after loss

Name change

Renewal

Change of company

Other

Detailed grounds why a runway driving license is required:

Applicant declaration

I declare that I am familiar with the provisions of the Aerodrom Manuals SXF resp. TXL. I affirm that I have provided the information on the reverse to the best of my knowledge truthfully and completely.

Signatures

Applicant

Date/Signature

Applying company/Authority

Date/Signature/Stamp

Verification for third-party companies¹

Payment made by:

- Invoice²
 Cash

Date/Signature/Stamp

Date/Signature/Stamp (Company/Authority)

Runway driving licence received

Approval stamp Aviation

- Rejected
 Approved

Date/Signature

Date/Signature

Note

The runway driving licence for BER will be issued solely if and when the applicant:

- Holds a valid airport security identification badge for the area which is not generally accessible or is high security;
- Has been the holder of an airport driving licence for at least 3 months;
- Has completed the following training programmes:
ORAT training module B1 — General Topography; ORAT training module C3 — Apron; training in BER trunking system, training in BER taxiway/runway.

The runway driving licence is tied to the validity of the airport security identification badge. Upon expiration of the background check (pursuant to Section 7 LuftSiG [Aviation Security Act]), the applicant must complete the airport driving licence online training and the subsequent knowledge test again. Submission of a new application is required.

Completed application forms must be submitted in person to the ID Service in the Service Center Safety & Security. Submission by post is not permitted. A fee will be charged for the issue of runway driving licences. The amount of the fee is set down in the Fee Schedule of Berlin Brandenburg Airport. In addition, the provisions of the of the Aerodrom Manuals SXF resp. TXL apply. Application forms which are illegible, incomplete and inadequately justified will not be processed.

If you have questions or wish to set up an appointment related to the issue of runway driving licences, please contact Mr Kärger in Aviation.

Phone + 49 (0) 30 – 4101 4380| Email: andreas.kaergel@berlin-airport.de

Information about data protection

The provisions of the Federal Data Protection Act, Section 28 (1), item 2 apply. The data will be saved and processed solely for recording in the computer system of the ID Service at Berlin Brandenburg Airport and are inaccessible to third parties.

1) A verification from the airport customer is required for third-party companies which do not have an airport site.
2) Invoices can be issued solely to companies/authorities with airport sites.