



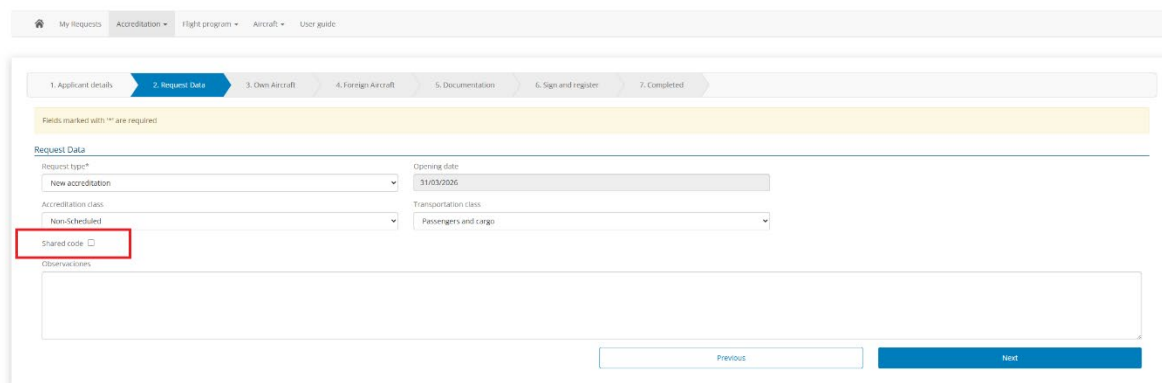
MINISTERIO  
DE TRANSPORTES  
Y MOVILIDAD SOSTENIBLE



# NEW ACCREDITATION



- 3- If you wish to be accredited to operate under a codeshare agreement, please tick the 'Shared code' box.



My requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Own Aircraft | 4. Foreign Aircraft | 5. Documentation | 6. Sign and register | 7. Completed

Fields marked with "\*" are required

**Request Data**

Request type\*  
New accreditation

Opening date  
31/03/2026

Accreditation class  
Non-Scheduled

Transportation class  
Passengers and cargo

Shared code

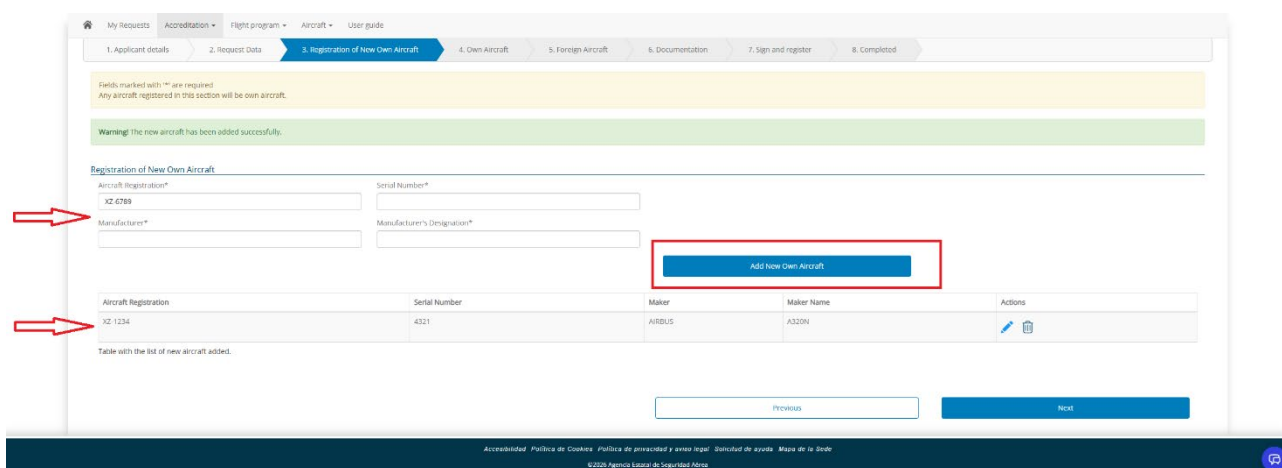
Observations

Previous Next

- 4- On the 'Registration of New Own Aircraft' tab, enter the details of the aircraft in your own fleet that you wish to register, and click 'Add New Own Aircraft'. The aircraft will be listed below.

If the message 'This aircraft is already in the system' appears, means that the aircraft is already in the system. You must select it on the next tab, 'Own Aircraft'.

Third-party fleet aircraft operating under a wet lease agreement must be selected in the 'Leased Fleet Aircraft' tab.



My requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Registration of New Own Aircraft | 4. Own Aircraft | 5. Foreign Aircraft | 6. Documentation | 7. Sign and register | 8. Completed

Fields marked with "\*" are required  
Any aircraft registered in this section will be own aircraft.

**Warning:** The new aircraft has been added successfully.

**Registration of New Own Aircraft**

Aircraft Registration\* XZ 6789 Serial Number\*

Manufacturer\* Manufacturer's Designation\*

Add New Own Aircraft



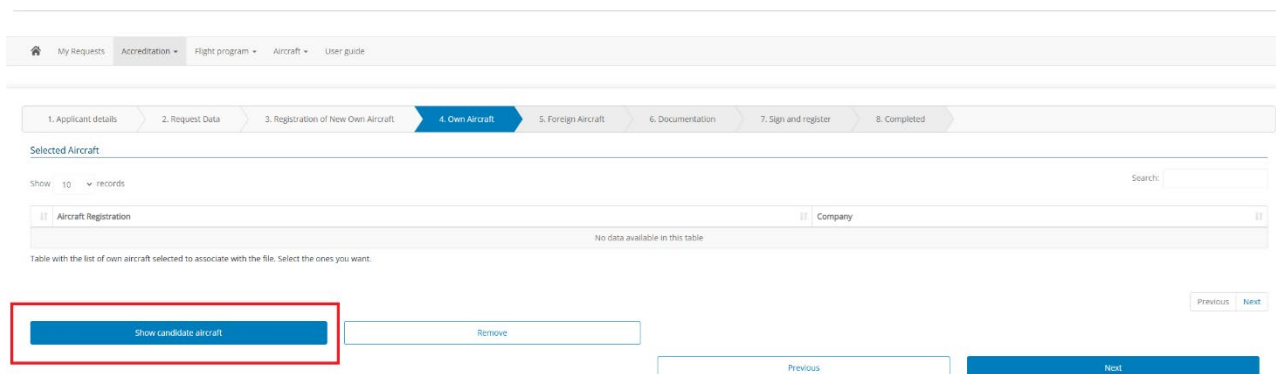
| Aircraft Registration | Serial Number | Maker  | Maker Name | Actions   |
|-----------------------|---------------|--------|------------|---|
| XZ 1234               | 4321          | AIRBUS | A320N      |   |

Table with the list of new aircraft added.

Previous Next

- Any aircraft already in the system must be selected under the 'Own Aircraft' tab. Click 'Show candidate aircraft' to view the aircraft already in the system. Select the ones you wish to register and click 'Add'. The selected aircraft will be displayed at the top.



My Requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Registration of New Own Aircraft | **4. Own Aircraft** | 5. Foreign Aircraft | 6. Documentation | 7. Sign and register | 8. Completed

Selected Aircraft

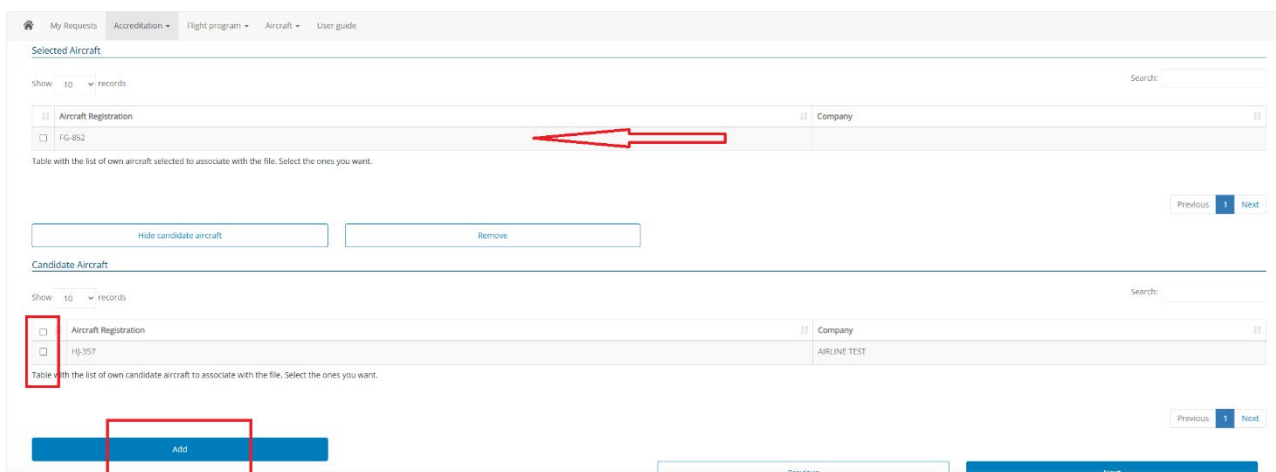
Show: 10 records

| Aircraft Registration           | Company |
|---------------------------------|---------|
| No data available in this table |         |

Table with the list of own aircraft selected to associate with the file. Select the ones you want.

Previous Next

Show candidate aircraft Remove Previous Next



My Requests | Accreditation | Flight program | Aircraft | User guide

Selected Aircraft

Show: 10 records

| Aircraft Registration           | Company |
|---------------------------------|---------|
| <input type="checkbox"/> FC-852 |         |

Table with the list of own aircraft selected to associate with the file. Select the ones you want.

Previous Next

Hide candidate aircraft Remove

Candidate Aircraft

Show: 10 records

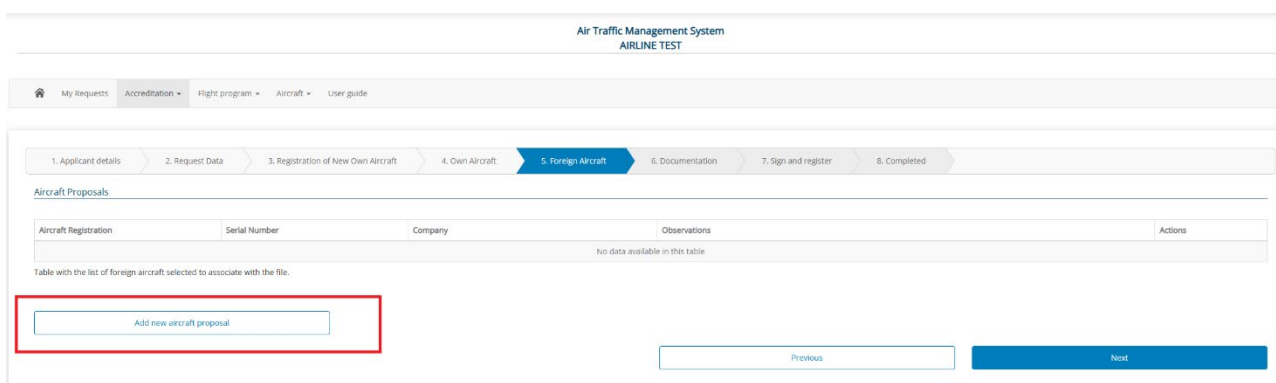
| Aircraft Registration           | Company      |
|---------------------------------|--------------|
| <input type="checkbox"/> HJ-357 | AIRLINE TEST |

Table with the list of own candidate aircraft to associate with the file. Select the ones you want.

Previous Next

Add Previous Next

- Leased aircraft must be entered in the 'Leased Fleet Aircraft' tab by clicking 'Add new aircraft proposal' and filling in the details of the aircraft and the operator to which they belong. Once you have clicked 'Save', the aircraft will appear in the tab.



Air Traffic Management System  
AIRLINE TEST

My Requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Registration of New Own Aircraft | 4. Own Aircraft | **5. Foreign Aircraft** | 6. Documentation | 7. Sign and register | 8. Completed

Aircraft Proposals

| Aircraft Registration           | Serial Number | Company | Observations | Actions |
|---------------------------------|---------------|---------|--------------|---------|
| No data available in this table |               |         |              |         |

Table with the list of foreign aircraft selected to associate with the file.

Add new aircraft proposal Previous Next

Air Traffic Management System  
AIRLINE TEST

My Requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Registration of New Own Aircraft | 4. Own Aircraft | **5. Foreign Aircraft** | 6. Documentation | 7. Sign and register | 8. Completed

Fields marked with "\*" are required

New proposal for foreign aircraft

Aircraft Registration \*  
KP-ABC

Country  
CANADA

Company  
AIR

Serial Number \*  
1379

Observations

Cancel Save

Air Traffic Management System  
AIRLINE TEST

My Requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Registration of New Own Aircraft | 4. Own Aircraft | **5. Foreign Aircraft** | 6. Documentation | 7. Sign and register | 8. Completed

Aircraft Proposals



| Aircraft Registration | Serial Number | Company | Observations | Actions   |
|-----------------------|---------------|---------|--------------|---|
| KP-ABC                | 1379          | AIR     |              |   |

Table with the list of foreign aircraft selected to associate with the file.

Add new aircraft proposal

Previous Next

7- Please upload the required documentation to the 'Documentation' tab selecting 'New'.

Documentation for Leased fleet aircraft must be uploaded under the 'Other' document type.

7.1- Insurance Certificate: select the type 'Insurance certificate' from the 'Type' drop-down menu. Upload the document via 'Elegir archivo'. Enter the insurance validity period, including the start date and end date. And select whether the insurance applies to 'All aircraft owned or to be owned by the operator', or whether it applies to specific aircraft (in which case you must select them below).

My Requests | Accreditation | Flight program | Aircraft | User guide

Fields marked with "\*" are required

New Document

Type \*  
Certificate of insurance

Name \*  
Certificate of insurance

Reception \*  
31/03/2026

Elegir archivo | no se ha elegido ningún archivo

Observations

Insurance Company

Insured Company  
AIRLINE TEST

Validity From \*  
The format is: dd/mm/yyyy

Insured To \*  
The format is: dd/mm/yyyy

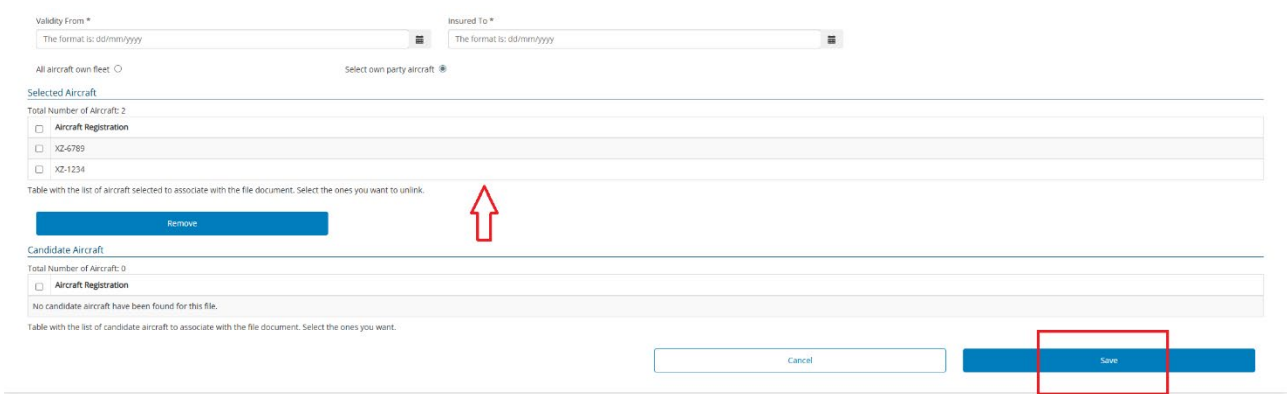
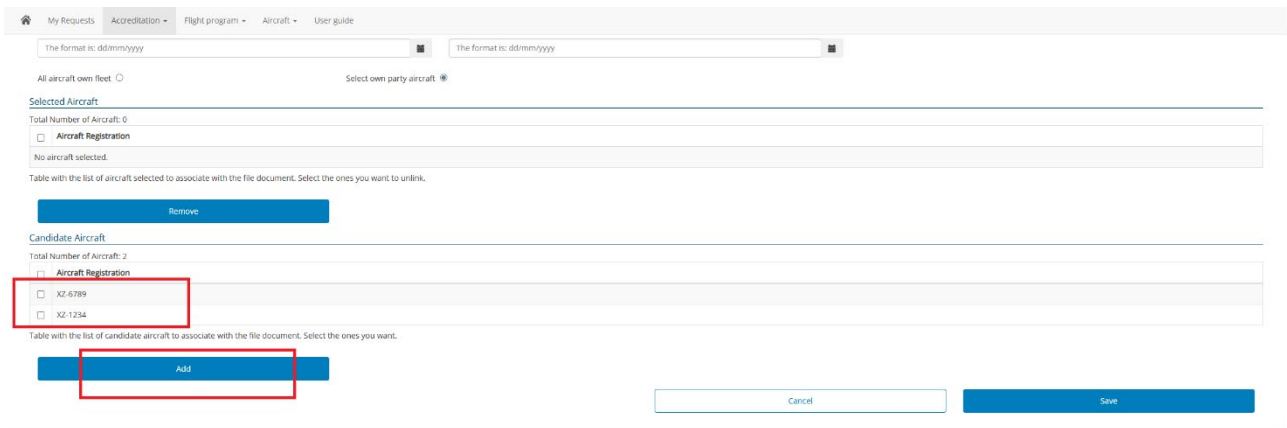
All aircraft own fleet  Select own party aircraft

Selected Aircraft

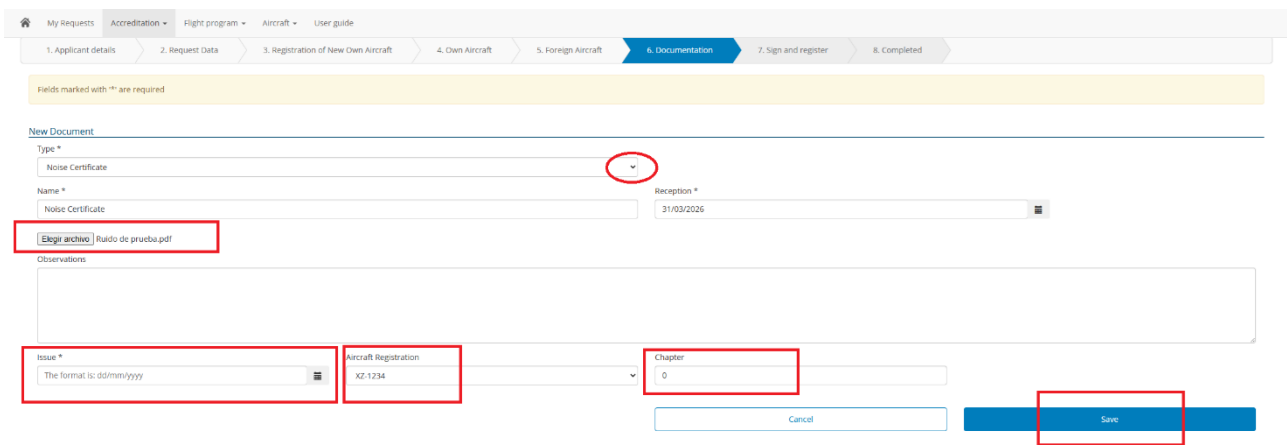
Total Number of Aircraft: 0

Aircraft Registration

Select the aircraft covered by the insurance and click “Add”. The selected aircraft will be listed above.



7.2 Noise Certificate: select the type ‘Noise Certificate’ from the ‘Type’ drop-down menu. Upload the document via ‘Elegir archivo’. Enter the date of issue, the aircraft to which the certificate relates, and the Noise Chapter.



7.3 Leased fleet documentation: documents relating to the leased fleet must be uploaded via the 'Other' document type. State the name of the document (Leasing Authorization, Insurance Certificate or Noise Certificate), upload the file and click 'Save'.

My Requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Registration of New Own Aircraft | 4. Own Aircraft | 5. Foreign Aircraft | 6. Documentation | 7. Sign and register | 8. Completed

Fields marked with "\*" are required

New Document

Type \*  
Others

Name \*  
Leasing Authorization

Reception \*  
31/03/2026

**Elegir archivo** | Leasing de prueba.pdf

Observations

Cancel | Save

My Requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Registration of New Own Aircraft | 4. Own Aircraft | 5. Foreign Aircraft | 6. Documentation | 7. Sign and register | 8. Completed

Fields marked with "\*" are required

New Document

Type \*  
Others

Name \*  
Insurance Certificate Leased Fleet

Reception \*  
31/03/2026

**Elegir archivo** | Seguro de prueba.pdf

Observations

Cancel | Save

My Requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Registration of New Own Aircraft | 4. Own Aircraft | 5. Foreign Aircraft | 6. Documentation | 7. Sign and register | 8. Completed

Fields marked with "\*" are required

New Document

Type \*  
Others

Name \*  
Noise Certificate Leased fleet

Reception \*  
01/04/2026

**Elegir archivo** | Ruido de prueba.pdf

Observations

Cancel | Save

All attached documents will be listed in the 'Documentation' tab.

My Requests | Accreditation | Flight program | Aircraft | User guide

Documentation related to other people's aircraft: Documents relating to other aircraft must be attached as Document Type equal to Other, since such aircraft may not be previously registered in the system.

Entry register

| File type                      | Name                               | Aircraft | Actions |
|--------------------------------|------------------------------------|----------|---------|
| Certificate of insurance       | Certificate of insurance           |          |         |
| Noise Certificate              | Noise Certificate                  | XZ-1234  |         |
| Others                         | Leasing Authorization              |          |         |
| Security program               | Security program                   |          |         |
| Safety Program Approval Letter | Safety Program Approval Letter     |          |         |
| Others                         | Insurance Certificate Leased Fleet |          |         |
| Noise Certificate              | Noise Certificate                  | XZ-6789  |         |
| Others                         | Noise Certificate Leased fleet     |          |         |

Table with the list of documents to register in the file.

Previous New  
Next

8- In the 'Sign and register' tab, you can view a summary of your application. Once you are satisfied, you can proceed to sign it.

My Requests | Accreditation | Flight program | Aircraft | User guide

1. Applicant details | 2. Request Data | 3. Registration of New Own Aircraft | 4. Own Aircraft | 5. Foreign Aircraft | 6. Documentation | **7. Sign and register** | 8. Completed

Data Protection

To finish the process click on **View PDF Request**. This action may take a few minutes.

[View PDF Request](#)

The State Aviation Safety Agency (hereinafter AESA), as Responsible for the Processing of your personal data in compliance with Organic Law 3/2018, of December 5, on the Protection of Personal Data and guarantee of digital rights and the Regulation (EU) 2016/679 of the European Parliament and of the Council, of April 27, 2016, regarding the protection of natural persons with regard to the processing of personal data and the free circulation of these data (General Data Protection Regulation), informs you, explicitly and unequivocally, that your personal data obtained from the "Registration of Files Form" will be processed, for the treatment "Registration of Files on AESA services" and with the purpose:

From "Assisting the registration of files on AESA services", The user may not deny their consent because this is a legal obligation, defined by "Royal Decree 951/2005, of July 29, which establishes the general framework for quality improvement in the General State Administration".

This processing of personal data is included in the AESA Personal Data Registry.  
The legality of the treatment is based on a legal obligation.  
Personal information will be kept as long as it is necessary or your right of cancellation or deletion is not exercised.  
The information may be transferred to third parties to collaborate in the management of personal data, solely for the purpose described above.  
The category of personal data that is processed is only "identifying data (name, ID, address, email, signature, position...)."  
In accordance with the provisions of the aforementioned Organic Law on Data Protection and Digital Rights Guarantees and the also cited General Data Protection Regulation, you can exercise your rights of Access, Rectification, Deletion, Portability of your data, Limitation or Opposition to its treatment before the Data Protection Delegate, directing a communication to the email [dpd.aesa@seguridadaerea.es](mailto:dpd.aesa@seguridadaerea.es).

For more information on the processing of personal data, click on the following [link](#)

Previous Sign request