

## EXEMPTION FORM FOR FLIGHTS

### A. REQUIRED INFORMATION

NAV CANADA ACCOUNT NUMBER: \_\_\_\_\_  
CUSTOMER /COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

### B. DECLARATION

I, \_\_\_\_\_, declare that the following flights listed in "Section D" are dedicated to activities that qualify for exemptions from or reductions to NAV CANADA service charges.

_____ NAME	_____ TITLE
_____ SIGNATURE OF AUTHORIZED REPRESENTATIVE	_____ DATE

### C. EXEMPTION/ REDUCTION CATEGORIES

CODE	TYPE OF EXEMPTION OR REDUCTION
EF1	Flights dedicated to search and rescue under the direction of police or the Department of National Defence
EF2	Flights dedicated to fire fighting and related operational training
EF3	Flights dedicated to air ambulance operations paid by government
EF5*	Flights operated for a registered charity as defined by the <i>Income Tax Act (Canada)</i> or foreign equivalent  <b><i>*Operators that provide services to a charitable organization under the Income Tax Act or equivalent foreign statute are required to provide a document from the Charity Organization outlining the purpose and date of the flight(s) together with proof that the organization is a registered charity.</i></b>
EF6	Flights of state aircraft of a foreign country, unless charging authorized by the Canadian Government
EF7	Flights under authority of the Minister of National Defence
EF8	Flights aborted due to weather conditions
EF9*	Test flights  <b><i>*Testing aircraft following overhauls, modifications, repairs and inspections for which a certificate of compliance is to be given or enabling aircraft to qualify for the issue or renewal of a certificate of airworthiness</i></b>
RF1*	Reductions to training flights: terminal service charge is applied only on the first departure  <b><i>***Contact the NAV CANADA Customer Contact Centre at 1-800-876-4693 to review your listed training flights, to ensure that they qualify for a reduction to the terminal service charge***</i></b>

Questions regarding this form can be directed to a Customer Service Specialist at: 1-800-876-4693

Once completed, please return to NAV CANADA, Customer and Stakeholder Services:  
via email: [service@navcanada.ca](mailto:service@navcanada.ca)  
or via mail: PO BOX 3411, STATION T OTTAWA ON K1P 5L6

#### NOTES:

- NAV CANADA RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION TO VERIFY THAT THE INFORMATION PROVIDED IN THIS DECLARATION FORM IS ACCURATE AND TO MAKE ADJUSTMENTS TO INVOICES WHEN EXEMPTIONS HAVE BEEN IMPROPERLY CLAIMED.
- THIS FORM IS ALSO AVAILABLE IN FRENCH AND WAS LAST UPDATED NOVEMBER 2024.

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