



HM CUSTOMS & EXCISE  
Customs & Excise  
Management Act 1979



UNITED KINGDOM POLICE FORCES  
PORTS OFFICE  
Terrorism Act 2000



UK IMMIGRATION SERVICE  
Immigration Act 1971

## GENERAL AVIATION REPORT

UK COUNTY -
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**AIRCRAFT DETAILS (BLOCK CAPITALS PLEASE)** *Data Protection Act 1984 - Information supplied on this form may be held on computer*

<b>Registration:</b>	<b>Type:</b>	<b>Based at:</b>	<b>Crew phone contact in UK:</b>
<b>Owner/Operator (Not Pilot):</b>			

### FLIGHT DETAILS

Departure			Arrival		Reason for visit to EU (including UK):-	* Delete as necessary (see notes overleaf) * Short Term Visit / Repair / Permanent Import
<b>From:</b>	<b>Via:</b>	<b>To:</b>	<b>From:</b>	<b>To:</b>	Has UK VAT been paid on the aircraft?	Yes / No
<b>Date:</b>	<b>Time:</b>		<b>Date:</b>	<b>Time:</b>	Is the aircraft in free circulation in the EU?	Yes / No

### CREW DETAILS

Full Name	Date of Birth	Place	Nationality	Passport Number	Home Address	In	Out

### PASSENGER DETAILS

Full Name	Date of Birth	Place	Nationality	Passport Number	Home Address/Address visiting in UK	In	Out

Schedule 7 Terrorism Act 2000. Owners/agents of aircraft employed to carry passengers for reward on a journey between Great Britain & Northern Ireland and/or Eire, Isle of Man or Channel Isles (Common Travel Area) shall not arrange for it to call at a port in Great Britain or Northern Ireland to disembark or embark passengers unless the port is a designated port or the examining Police Officer approves the arrangement. The captain of an aircraft employed on a journey within the Common Travel Area carrying passengers other than for reward shall not permit it to call at or leave a port in Great Britain or Northern Ireland unless it is a designated port or he gives at least 12 hours notice in writing to a constable for the Police area in which the port is situated. (or where the port is in Northern Ireland, to the Police force of Northern Ireland.)

GAR-1MAR2004



**Reason for the aircraft's visit to the EU (including UK)** \*not applicable to UK based aircraft

- (a) Short Term Visit (to a single point in the EU)
  - (i) Aircraft to stay not more than 180 days in any 12 month period.
- (b) Short Term Visit (more than one point in the EU)  
Temporary importation conditions apply, amongst others (a)(i) above. The aircraft may not be made use of by a National of the EU, either as a passenger or crew member.
- (c) Minor Repairs only may be carried out or a C88 and C101 must be completed with export to take place as soon as practicable after repairs and/or maintenance unless Customs have agreed otherwise.
- (d) Permanent import to the UK. Please see notes on Free Circulation.

**FREE CIRCULATION**

GOODS IMPORTED FROM OUTSIDE THE EU ARE IN FREE CIRCULATION IN THE COMMUNITY, IF ALL IMPORT FORMALITIES HAVE BEEN COMPLIED WITH AND ALL DUTIES, LEVIES OR EQUIVALENT CHARGES HAVE BEEN PAID AND NOT REFUNDED. GOODS ORIGINATING IN THE COMMUNITY ARE ALSO IN FREE CIRCULATION, UNLESS THEY HAVE BEEN EXPORTED TO A NON-EU COUNTRY, WHEREBY THEY AUTOMATICALLY LOSE THEIR COMMUNITY STATUS (IN THESE CIRCUMSTANCES THEY WILL REQUIRE TO BE IMPORTED IN THE CORRECT MANNER.) \*ALL IMPORT FORMALITIES\* REFER TO THE GOODS (IN THIS CASE, AIRCRAFT) TO BE ENTERED TO END USE. AUTHORISATION TO OBTAIN END USE STATUS IS OBTAINABLE FROM YOUR LOCAL EXCISE OFFICE.

**TO NOTIFY CUSTOMS OF A FLIGHT PLEASE SEND THE FRONT OF THIS FORM BY FAX TO THE NCU 0870-240-3738 OR by E-mail to [ncu@hmce.gsi.gov.uk](mailto:ncu@hmce.gsi.gov.uk)**

**POLICE FORCE CONTACT NUMBERS**

@ - F-Mail facility available

ANGLESEY	F01492-511967 T01407-762323	AVON & SOMERSET	F01275-473516 T01275-473515	BEDFORD	F01582-723352 T01582-725081	CAMBRIDGE	F01223-823295 T01223-823219
CHESHIRE	F01244-613904 T01244-612270	CLEVELAND	F01642-326035 T01642-301330	CUMBRIA	F01768-217665 T01768-217331	DEVON/ CORNWALL	F01752-234603 T01752-234637
DERBY @	F01246-522396 T01246-522014	DORSET	F01202-222053 T01202-593999	DURHAM	F01325-335298 T01325-332061	DYFED/POWYS	F01348-874046 T01348-872399
ESSEX @	F01279-680074 T01279-681280	GLOUCESTER @	F01242-253883 T01242-521360	GREATER LONDON	F01959-540481 T01959-540333	GREATER MANCHESTER	F0161-856-0260 T0161-856-0270
GWENT	F01633-867773 OOH 01633-	HAMPSHIRE /IOW @	F02392-899087 T02392-899092	HERTFORD @	F01707-354755 T01707-354685	HUMBERSIDE	F01482-578672 T01482-354355
ISLE OF MAN	F01624-825681 T01624-631332	KENT	F01303-289052 T01303-289051	LANCASHIRE	F01253-776101 T01253-654166	LEICESTER	F01332-812581 T01332-811044
LINCOLN	F01522-558052 T01522-558054	MERSEYSIDE	F0151-777-8533 T0151-777-8520	MIDDLESEX	F01959-540481 T01959-540333	NORFOLK @	F01603-788603 T01603-787392
NORTHAMPTON	F01604-703511 T01604-703404@	NORTHERN IRELAND	F02890-738987 T02890-459050	NORTHUMBERLAND *1	F0191-2140270 T01661-860127	NTH WALES HOLYHEAD	F01497-763565 T01492-517171 x5744
NORTH YORKSHIRE	F01609-789188 T01609-789183	NOTTINGHAM	F01159-560058 T01159-670500	STH WALES-CARDIFF	F01446-710360 T01446-710286	STH WALES-SWANSEA	F01792-473186 T01792-472424
STAFFORDSHIRE @	F01785-226056 T01785-234865	SUFFOLK	F01394-673969 T01394-674448	SURREY	F01483-482411 T01483-482406	SUSSEX	F01293-592815 T01293-531994 @
SOUTH YORKSHIRE	F0114-2202977 T0114-2202979	THAMES VALLEY *2	F01865-855741 T01865-855743	WARWICKSHIRE *3	F01926-491319 T01926-415145	WEST MERCIA *4	F01527-586004 T01905-723000
WEST MIDLANDS	F0121-7827699 T0121-7802112	WEST YORKSHIRE	F0113-2500275 T0113-2391189	WILTSHIRE @	F01380-734170 T01380-735011		
CENTRAL SCOTLAND	F01786-472206 T01786-456217	DUMFRIES & GALLOWAY	F01776-704066 T01776-704633	FIFE	F01592-418581 T01592-418577	GRAMPIAN	F01224-770412 T01224-725766
LOTHIAN & BORDERS	F0131-3353500 T0131-3353501	NORTHERN	F01463-720668 T01463-720284	STRATHCLYDE	F0141-5326075 T0141-532-6087	TAYSIDE @	F01382-596509 T01382-596505
*1 INCLUDES TYNE & WEAR		*2 BERKS, BUCKS, OXON		*3 COVENTRY 02476-639451			
		WELLESBOURNE F		*4 HEREFORD, STAFFS, WORCS			

**UK IMMIGRATION SERVICE CONTACTS**

*SOUTH EAST (Kent-south of M25/M26/M20/A249, east of M25) Fax 01304-216303 Tel 01304-216405. (Kent-north of M25 etc) Fax 01474-531731 Tel 01474-352308*  
*SOUTHERN (Hants E of A32/A339 & Sth of A31/A287/A339 & Sth of southwest Sussex) Fax 02392-864149 Tel 02392-852700. (Hants W of A32/A339, Wilts Sth of A4 & E of A350/A429) Fax 02380-627262 Tel 02380-727107. (Dorset) Fax 01202-845420 Tel 01202-845414.*  
*SOUTH WEST (Avon & Somerset, Gloucs W of A44/A424/A429) Fax 01275-818680 Tel 01275- 818688. (Cornwall, Devon, Scilly) Fax 01752-226175 Tel 01752- 261547. (W Glam, Dyfed- Powys Police district) Fax 01446-710606, Tel 01446-710485. (Sth & Mid Glam, Gwent F 01446-710606 T 01446-710485.*  
*STANSTED (Essex, west of A12/A130/A131 & A604, Cambs) Fax 01279-680145 Tel 01279-680118.*  
*EAST ANGLIA (Essex, east of A12/A130/A131/A604) Fax 01255-240233 Tel 01255-504371. Suffolk Fax 01394-673260 Tel 01394-674915. Norfolk Fax 01603-417358 Tel 01603-408859.*  
*LONDON (Bucks Nth of M25) Fax 0208-745-6852 Tel 0208-745-6867.(Berks E of A34, Hants Nth of A31/A287/A339, Surrey [Woking/Adlestone Police Divisions], Kent Nth & W of M25) F 0208-745-6828 T 0208-745-6800 (Oxon, Wilts E of A429/A350 & N of A4 , Gloucs E of A441/A429, Berks W of A34) F/T 01993-845992. Gatwick F 01293-553643 T 01293-502019. Midxx, Bucks & Herts Sth of M25, F 0208-745-6943 T 0208-745-6941.*  
*MIDLANDS (W Midlands, Warks, Staffs, Shrops, Worcs, Hereford) F 0121-782-0006 T 0121-606-7350. (Derby, Leics, Notts) F 01332- 811569 T 01332-812000. (Beds, Herts Nth of M25, Northants) F 01582-405215 T01582-421891.*  
*NORTH WEST (Cumbria, Lancs) F 01772-204993 T 01772-254212. Mersey, Cheshire, Nth Wales (Police District) F 0151-236-4656 T 0151-236-8974. Manchester F 0161-489-2346 T 0161-489-2659*  
*NORTH EAST (Sth Yorks, W Yorks & Sth of N Yorks) F 0113-250-5716 T 0113-250-1196. (Nth of N Yorks, Cleveland) F 01642-618567 T 01642-614280. (Lincs) F 01652-688551 T 01652-688584. (E Yorks) F 01482-219034 T 01482-223017. (Durham, Northumberland) F 0191-214-0143 T 0191-286-9469.*  
*SCOTLAND (Strathclyde Central, Dumfries & Galloway,) F 0141-887-1566 T 0141-887-4115. (Grampian, Northern) F01224-724095 T 01224-722890. (Tayside, Fife, Lothian, Borders) F 0131-335-3197 T 0131-333-1041.*  
*NORTHERN IRELAND F 02890-244939 T 02890-232951.*

**WARNING There are heavy penalties for knowingly making false Declarations**

**DRUGS - HOTLINE - IF YOU SEE ANYTHING SUSPICIOUS, OR IF YOU HAVE ANY INFORMATION ON DRUG SMUGGLING, TELL A CUSTOMS OFFICER OR TELEPHONE HM CUSTOMS FREE ON FREEPHONE CUSTOMS CONFIDENTIAL/AIRWATCH : 0800 595000 POLICE FREE ON POLICE CRIMESTOPPERS : 0800 555111**

**Customs Enquiries regarding General Aviation Matters : (023) 8079 7089**

**Police Enquiries please contact your local Police Force**



## INSTRUCTIONS FOR COMPLETION OF GENERAL AVIATION REPORT (GAR)

### CUSTOMS & EXCISE / TERRORISM ACT DESIGNATED AIRPORTS

ABERDEEN  
BELFAST/ALDERGROVE  
BELFAST CITY  
BIGGIN HILL  
BIRMINGHAM  
BLACKPOOL  
BOURNEMOUTH  
BRISTOL  
CAMBRIDGE  
CARDIFF  
CARLISLE \*1  
COVENTRY  
EAST MIDLANDS  
EDINBURGH  
EXETER  
FARNBOROUGH \*2  
FILTON\*2  
GLASGOW  
HUMBERSIDE  
ISLE OF MAN/ RONALDSWAY  
LEEDS BRADFORD  
LIVERPOOL  
LONDON ( CITY, GATWICK,  
HEATHROW, LUTON, STANSTED  
LONDONDERRY  
LYDD  
MANCHESTER  
MANSTON  
NEWCASTLE  
NEWQUAY/ST MAWGAN  
NORWICH  
PLYMOUTH  
PRESTWICK  
SHEFFIELD  
SHOREHAM  
SOUTHAMPTON  
SOUTHEND  
STAVERTON/GLOUCESTER\*1  
SUMBURGH  
TEESSIDE

\*1 CARLISLE,  
STAVERTON/GLOUCESTER not  
Customs designated

\*2 FARNBOROUGH, FILTON not  
designated under the Terrorism Act

### CUSTOMS & EXCISE GENERAL AVIATION AGREEMENT AERODROMES FORMERLY KNOWN AS CONCESSION AERODROMES

ANDREWSFIELD	MONA (RAF)
BARROW/WALNEY ISLAND	NETHERTHORPE
BATTERSEA	NEWTONARDS
BEMBRIDGE	NORTHAMPTON/SYWELL
BEVERLEY/LINLEY HILL	NORTH WEALD
BLACKBUSHE	NORTHOLT (RAF)
BODMIN	NOTTINGHAM
BRIZE NORTON (RAF)	OLD SARUM
BOURN	OXFORD/KIDLINGTON
CAERNARFON	PERRANPORTH
CARLISLE	PERTH/SCONE
CHALGROVE	PETERBOROUGH/CONINGTON
CLACTON	PETERBOROUGH/SIBSON
COMPTON ABBAS	POPHAM
CRANFIELD	REDHILL
CROWFIELD	RETFORD/GAMSTON
CUMBERNAULD	ROCHESTER
DENHAM	SANDTOFT
DONCASTER	SCILLY ISLES/ST MARYS
DUNDEE	SEETHING
DUNKESWELL	SHERBURN IN ELMET
DUXFORD	SHIPDHAM
EAGLESCOTT	SHOBDON
EARLS COLNE	SLEAP
ELSTREE	STAPLEFORD
FENLAND	STAVERTON/GLOUCESTER
GOODWOOD/CHICHESTER	STURGATE
HAVERFORDWEST	SWANSEA
HAWARDEN	TATENHILL
ISLE OF WIGHT/SANDOWN	THRUXTON
KEMBLE	VALLEY (RAF)
LANDS END/ST JUST	WARTON
LASHAM	WELLESBOURNE
LASHENDEN/HEADCORN	WELSHPOOL
LEICESTER	WHITE WALTHAM
LITTLE GRANSDEN	WICK
LLANBEDR	WOLVERHAMPTON
LYNEHAM (RAF)	WYCOMBE AIR PARK/BOOKER
MANCHESTER/BARTON	YEOVIL/WESTLAND

### CUSTOMS RECOGNIZE THAT THERE ARE FOUR TYPES OF AIRFIELD

- CUSTOMS OR DESIGNATED I.E. SOUTHAMPTON, BIGGIN HILL, LIVERPOOL
  - GENERAL AVIATION AGREEMENT AERODROMES (GAA) I.E. GOODWOOD, ELSTREE
  - PRIVATE AIRFIELDS AND HELIPADS
  - MILITARY (NOT COVERED IN THIS DOCUMENT)
- AT MOST DESIGNATED AIRFIELDS YOU MAY ARRIVE AND DEPART WITHOUT PRIOR NOTIFICATION TO CUSTOMS ( *THIS RULE MAY BE SUBJECT TO CHANGE* ). YOU WILL BE REQUIRED TO COMPLETE A GAR PRIOR TO DEPARTURE AND ALSO ON ARRIVAL FROM FOREIGN.
  - AT A GAA AIRFIELD YOU CAN FLY TO AND FROM ANYWHERE, BUT THERE ARE DIFFERING PERIODS OF PRIOR NOTIFICATION REQUIRED DEPENDING ON YOUR DESTINATION/DEPARTURE POINT.  
OUTWARDS – TO ANOTHER EU COUNTRY THERE IS NO OBLIGATION TO ADVISE CUSTOMS OF YOUR DEPARTURE.  
OUTWARDS – TO A NON EU COUNTRY (INC CHANNEL ISLANDS\*) YOU MUST NOTIFY CUSTOMS AT LEAST 24 HOURS PRIOR TO DEPARTURE.  
INWARDS – FROM ANOTHER EU COUNTRY – 4 HOURS PRIOR TO ARRIVAL  
INWARDS – FROM A NON EU COUNTRY – 24 HOURS PRIOR TO ARRIVAL  
\*CHANNEL ISLANDS – NOTIFICATION PERIOD IS 12 HOURS.
  - AT PRIVATE AIRFIELDS AND HELIPADS YOU CAN ONLY FLY TO AND FROM OTHER EU COUNTRIES, UNLESS YOU HAVE AN AGREEMENT TO DO SO. IN PARTICULAR, FLIGHTS TO/FROM THE CHANNEL ISLANDS WILL NEED TO BE AGREED WITH CUSTOMS AND POLICE.  
THE NOTIFICATION PERIOD IS THE SAME AS FOR GAA AIRFIELDS.

NOTIFICATIONS FOR FLIGHTS SHOULD BE TO THE NCU BY FAX 0870-240-3738 OR E-MAIL [ncu@hmce.gsi.gov.uk](mailto:ncu@hmce.gsi.gov.uk)

IF YOU HAVE ANY QUESTIONS REGARDING FOREIGN TRAVEL IN YOUR AIRCRAFT, PLEASE CONTACT THE GA TEAM ON 02380-797089 OR E-MAIL [GACOPE@hmce.gsi.gov.uk](mailto:GACOPE@hmce.gsi.gov.uk)

### PRIVATE AIRCRAFT COMMON TRAVEL AREA FLIGHTS/TERRORISM ACT 2000

If you are flying to/from the Channel Islands, Isle of Man, Eire or Northern Ireland you must fly via a designated airport under the Terrorism Act OR give 12hrs prior notice in writing for the Police area in which the Port is situated. Please refer to the Police contact numbers printed on the rear of the GAR. It is an offence under the Terrorism Act to willfully fail to comply with this legislation.

Data Protection Act 1998 Information will be processed for immigration purposes and will be treated in confidence. Information may, however, be disclosed to other government departments or agencies, local authorities and other bodies where this is necessary for immigration and nationality purposes or to enable them to carry out their functions.