

Filming Involving Captive Balloon Flights
With NO Persons on Board

Licence Name: Captive Balloon Flights Permission

Licensing Authority: Civil Aviation Department (CAD)

Inquiry Contact: Air Traffic Management Division
Civil Aviation Department

Address: Air Traffic Control Complex,
1 Control Tower Road,
Hong Kong International Airport, Lantau, Hong Kong

Tel: 2910 6453/2910 6173

Fax: 2910 0186

The Regulation: Air Navigation (Hong Kong) Order 1995 (Article 70)(1)

● **Control Subject Matter:**

- Balloon flights

● **Conditions of the Licence:**

- A permission issued under Article 70(1) of the Air Navigation (Hong Kong) Order 1995 may impose conditions for captive balloon flights.
- The applicant should consider whether it is necessary to consult any other organisation(s) and Government Department(s) for their permission(s) in connection with the proposed balloon flights.

How to Apply:

1. The applicant is to ensure that the completed application form and all relevant information will reach the Assistant Director-General of Civil Aviation (Air Traffic Management) **at least 14 working days** before the proposed date(s) of the captive balloon flights.
2. Please note that late application will NOT be considered.

Licence Fees:

- Nil

Duration of Licence:

- As stated in the permit

Form Required :

- Application form (DCA 251) and guidelines are available at the Resource Centre and website of the Film Services Office. Application form and guidelines are also available at CAD's website at www.cad.gov.hk/english/applications.html



香港特別行政區政府
民航處

Civil Aviation Department

The Government of the Hong Kong Special Administrative Region

Application for Flying Captive Balloon

(No persons on board)

The applicant shall complete all sections of this form and then forward it to the Assistant Director-General of Civil Aviation, Air Traffic Management Division, Civil Aviation Department, Air Traffic Control Complex, 1 Control Tower Road, Hong Kong International Airport, Lantau, Hong Kong, or by fax. to tel. no. 2910 0186.

Before completing this form PLEASE READ THE ATTACHED NOTES CAREFULLY

1. Company name of balloon operator	
2. Company Address	
3. Telephone No. / Fax. No.	Tel : _____ Fax : _____
4. e-mail address	
5. Details of last balloon operation in Hong Kong	
6. Type of balloon Number of balloons if more than one	
7. Dimension of balloon	metres
8. Height of balloon flight	metres (including height of balloon itself)
9. Dimension of clear area (diameter)	metres
10. Anchor weight	kilograms
11. Strength of anchor ropes	kilograms
12. Lifting force of balloon	kilograms
13. Is the balloon inflated at site If not, advise delivery arrangement	Yes / No (delete where not applicable)
14. The manufacturer's wind limitations	knots
15. Date(s) of flight	
16. Time(s) of flight	
17. Precise location of flight (see Note 3(a))	
18. Purpose of flight	
19. Is the flight for hire or reward (see Note 3(c))	Yes / No (delete where not applicable)
20. Is the balloon capable of carrying passenger(s) (see Note 3(d))	Yes / No (delete where not applicable)

I HEREBY DECLARE that the information given in the application is accurate. If a Permission is granted, I understand that I shall be responsible for complying with the conditions specified and shall take all necessary precautions to secure the safe conduct of the balloon flights.

Date of Application

Signature of Applicant

Print Name



香港特別行政區政府
民航處

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NOTES

1. The applicant ordinarily should be the operator of the balloon, or if the operator is a Corporation or Company, the Managing Director, Secretary or a duly authorised official.
2. The application form and all relevant information should reach the Civil Aviation Department (CAD) at least **14 working days** prior to the date of the proposed flight. Applications received after this deadline will not be accepted. Dependent on the particular circumstances of the proposed balloon operation, extra time may be required for consideration of the application.
3. The following supporting documents should be submitted together with the application :
 - (a) Photographs and maps showing the proposed location of the balloon flight and the surrounding area including the clear area and locations of the anchors.
 - (b) Specification of the balloon and the method to secure the balloon.
 - (c) For balloon bearing aircraft registration, if the flight is for hire or reward, the operator is required to submit a charter application form DCA 122.
 - (d) For balloon capable of carrying passengers, the operator is required to provide a copy of the insurance certificate showing that the balloon carries appropriate insurance cover for any accident, incident or occurrence in compliance with the requirements set out in the Civil Aviation (Insurance) Order.

Additional information or documents may be required for assessment of the application.

4. The following assessment criteria will be considered by the CAD when processing an application for a flying a captive balloon (with no persons on board) :
 - (a) Operation Site
 - (i) Dimensions of clear area with due regard to operating height, number, position, dimensions and lifting force of balloon and anchor arrangement.
 - (ii) Whether the balloon will normally be inflated on site, or the delivery arrangement if inflated off site.
 - (b) Rules of the Air
 - (i) Safe operation of the balloon with respect to other airspace users.
 - (ii) For night operation, compliance with lighting requirements.
 - (c) Balloon Operations
 - (i) Experience of balloon operator.
 - (ii) Lifting force of balloon.
 - (iii) Weight of anchor and strength of anchor rope being adequate to fasten the balloon.
 - (iv) Balloon not in flight being securely moored and attended.
 - (v) Balloon fitted with a device which ensures its automatic deflation in case it breaks free of the moorings.
 - (vi) Weather limitation.

(d) Hire or Reward Services

Whether a permit under the Air Transport (Licensing of Air Services) Regulations has been or will be granted.

(e) Insurance Requirement

Compliance with the requirements set out in the Civil Aviation (Insurance) Order.

5. The following conditions are normally imposed for flying a captive balloon (with no persons on board) :

- (a) The operator shall ensure that no part of the balloon is flown above a specified height above the ground level.
- (b) The operator shall ensure that the balloon when inflated is securely tethered/moored and is not left unattended at any time.
- (c) The operator shall ensure that the balloon is not flown when the all-round visibility in the area of the captive flight is less than 5 kilometres.
- (d) The operator shall ensure that the balloon is not flown when any Rainstorm Amber/Red/Black Warning, Thunderstorm Warning, Tropical Cyclone Warning Signal or Strong Monsoon Signal is in force.
- (e) The operator shall ensure that no person or persons shall be suspended either directly or indirectly from the balloon.
- (f) The operator shall make all necessary arrangements to ensure the safety of the public and to provide a clear area with a diameter no less than a specified dimension be set aside for the operation of the balloon.
- (g) The operator shall ensure that the said balloon when not in flight be fitted with a device that ensures automatic deflation in the event of the balloon breaking free of its mooring.
- (h) The operator shall notify the Aerodrome Supervisor immediately should the balloon break loose from its mooring.

Additional conditions may be imposed depending on the particular circumstances of the proposed balloon operation.

6. The applicant is advised not to enter into any contractual obligation or begin publicity of the event until the required permission has been obtained.

7. This application only relates to the requirements of the Air Navigation (Hong Kong) Order. The applicant is responsible for obtaining any other necessary authorisation or permission under any other relevant legislation (both from CAD and any other organizations or Government Departments as applicable) and complying with all relevant legal requirements and conditions before undertaking a balloon flight.