



**Applicant – Party Ordering Aerial Imaging**

\_\_\_\_\_  
(name and surname / name of legal entity)

\_\_\_\_\_  
(street, town, postal code)

\_\_\_\_\_  
(contact – phone/mobile)

\_\_\_\_\_  
(OIB – PIN)

\_\_\_\_\_  
(email)

**State Geodetic Administration**  
Head Office  
Sector for State Survey  
Service for Topographic Survey and State Maps  
Department for Photogrammetry  
Gruška 20, 10000 Zagreb

**REQUEST**  
**for Issuance of Aerial Imaging and Aerial Imagery Use Clearance**

**Type of clearance (circle):**

- A. Aerial Imaging
- B. Use of Aerial Imagery
- C. Use of Aerial Imagery for Purpose other than Initially Approved

**A. and B. Issuance of Aerial Imaging and Aerial Imagery Use Clearance**

▪ **Information required for issuance:**

1) ordering party (name, address, PIN)

\_\_\_\_\_

2) implementing party (name, address, PIN)

\_\_\_\_\_

3) camera operator (name, address, PIN)

\_\_\_\_\_

4) aircraft (manufacturer, type/model, registration identifier)

\_\_\_\_\_

5) aircraft operator (name, address, contact-person, phone, email)

\_\_\_\_\_

6) processing operator, if different than implementing party (name, address, phone, email)

\_\_\_\_\_

7) period of aerial imaging (max. 3 months)

\_\_\_\_\_



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8) area of aerial imaging

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9) purpose of aerial imaging

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10) targeted aerial imaging

YES  NO (go to 11)

10.1. list of locations and structures

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10.2. person in charge of protection of classified data (if locations and structures of importance for defence are included)

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11) type and scale of aerial imaging, camera, lens focal length, film or recording format

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12) place where captured aerial imagery will be stored

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13) party involved in copying / publishing / taking aerial imagery out of Croatia

a) legal person (name, address, PIN)

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b) physical person (name, address)

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14) purpose and manner of taking aerial imagery out of Croatia (medium)

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15) person to take aerial imagery out of Croatia or information on the owner of server, in case of exchange through server

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16) time and place (border crossing) where aerial imagery will be taken out of Croatia)

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**C. Issuance of Clearance to Use Aerial Imagery for Purpose other than Initially Approved**

▪ **Information required for issuance:**

1) applicant (name, address, PIN)

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2) information on aerial imaging carried out (clearance, class, ref. number, date)

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- 3) purpose and manner of use of aerial imagery
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- 4) party involved in copying / publishing / taking aerial imagery out of the Republic of Croatia)
- a) legal person (name, address, PIN)
- 
- b) physical person (name, address)
- 
- 5) purpose and manner of taking aerial imagery out of Croatia (medium)
- 
- 6) person to take aerial imagery out of Croatia (name, surname, passport no.) or information on the owner of server, in case of exchange through server
- 
- 7) time and place (border crossing) where aerial imagery will be taken out of
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(place / date)

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(applicant's signature)

**ENCLOSURES:**

**A. and B. Enclosures to Request for Aerial imaging and Aerial imagery Use Clearance**

- Administrative fee of HRK 15.00 for each clearance (pursuant to Regulation on Administrative Fees, Administrative Fees Tariff no. 44 – Official Gazette no. 8/17)
- Document of the implementing party's registration for aerial imaging activities (in case of foreign parties, in certified translation into Croatian)
- Document serving as proof that the aircraft operator is registered for carrying out aerial imaging operations issued by the Croatian Civil Aviation Agency
- Plan for aerial imaging on a map in scale 1:100,000 or larger with specified area of aerial imaging
- Approval of the institution managing the protected area (for aerial imaging in strict reserves, special reserves, national parks and nature parks)
- Copies of passports of all crew members (for foreign parties)
- Statement that captured aerial imagery cannot be processed in Croatia

**C. Enclosures to Request for new Aerial imagery Use Clearance**

- Administrative fee of HRK 15.00 for each clearance (pursuant to Regulation on Administrative Fees, Administrative Fees Tariff no. 44 – Official Gazette no. 8/17)
- Copy of the Aerial Imagery Use Clearance
- List of images for which new clearance is requested
- Submission of imagery for re-examination (for classified material)