



U.S. Department
of Transportation
**Federal Aviation
Administration**

PLANE SENSE

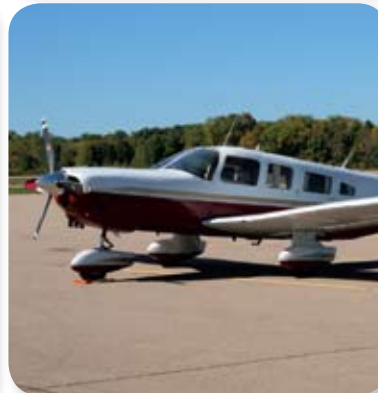
General Aviation Information



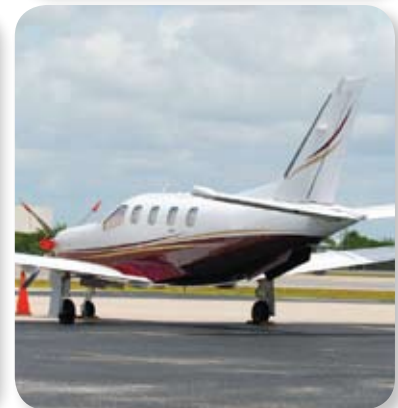
UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION	
AIRCRAFT BILL OF SALE	
FOR AND IN CONSIDERATION OF \$ _____ THE UNDERSIGNED OWNER(S) OF THE FULL LEGAL AND BENEFICIAL TITLE OF THE AIRCRAFT DESCRIBED AS FOLLOWS:	
UNITED STATES REGISTRATION NUMBER	N
AIRCRAFT MANUFACTURER & MODEL	
AIRCRAFT SERIAL No.	
DOES THIS _____ DAY OF _____ HEREBY SELL, GRANT, TRANSFER AND DELIVER ALL RIGHTS, TITLE, AND INTERESTS IN AND TO SUCH AIRCRAFT UNTO:	
NAME AND ADDRESS (IF INDIVIDUAL(S), GIVE LAST NAME, FIRST NAME, AND MIDDLE INITIAL.)	



MAJOR REPAIR AND ALTERATION (Airframe, Powerplant, Propeller, or Landing Gear)	
INSTRUCTIONS: Print or type all entries. See Title 14 CFR §43.9, for instructions and disposition of this form. This report is required by law in the event of such violation. (49 U.S.C. §46301(a))	
Nationality and Registration Mark	
1. Aircraft	Make
2. Owner	Name (As shown on registration certificate)
3. For FAA Use Only	



Light-Sport Aircraft Statement of Compliance	
1. Manufacturer Name	2. Model
3. Aircraft Serial No.	4. Date of Manufacture (mm, dd, yy)
5. Maximum Take-off Weight	6. Maximum Number of Seats
Class of light-sport aircraft: (Check all applicable items)	
<input type="checkbox"/> Airplane	<input type="checkbox"/> Powered Parachute
Consensus Standard(s) (list below or use attachment)	
Aircraft Operating Instructions (list applicable items)	



PLANE SENSE

General Aviation Information

2008

U.S. Department of Transportation
FEDERAL AVIATION ADMINISTRATION
Flight Standards Service

Plane Sense: General Aviation Information
2008
FAA-H-8083-19A

Aviation Supplies & Academics, Inc.
7005 132nd Place SE
Newcastle, Washington 98059-3153

© 2018 Aviation Supplies & Academics, Inc.

This electronic publication is comprised of the same content as the Federal Aviation Administration's official release of this same title. ASA does not claim copyright on any material published herein that was taken from United States government sources. All rights reserved. No part of this electronic file may be reproduced, transmitted, shared, distributed or resold without written permission from the publisher.

ASA-8083-19A-PD

Preface

Plane Sense introduces aircraft owners and operators, or prospective aircraft owners and operators, to basic information about the requirements involved in acquiring, owning, operating, and maintaining a private aircraft.

This handbook can be a valuable reference tool for anyone who would like to review the “nuts and bolts” of aircraft ownership. Aircraft owners and operators, or anyone considering aircraft ownership, should be familiar with Title 14 of the Code of Federal Regulations (14 CFR), which details regulations for aircraft owners, operators, pilots, aircraft mechanics, and maintenance providers. Since the requirements can be updated and the regulations can change, the Federal Aviation Administration (FAA) recommends that you contact your nearest FAA Flight Standards District Office (FSDO), where the personnel can assist you with the various requirements for aircraft ownership, operation, and maintenance.

The FAA has also added information for aviation enthusiasts who own (or are interested in owning) light-sport aircraft, a new and evolving sector of the general aviation marketplace.

This handbook highlights regulations and regulatory guidance material, as well as providing advice regarding where to locate answers to your questions. While *Plane Sense* cannot cover every issue faced by aircraft owners and operators, this handbook is intended to be a useful guide and will help you locate the resources to assist you.

This publication supersedes FAA-8083-19, which was reprinted with editorial updates in 2003.

This handbook is available free of charge for download, in PDF format, from the FAA Regulatory Support Division (AFS-600) on the FAA website at www.faa.gov.

Plane Sense may be also be purchased from:

Superintendent of Documents
United States Government Printing Office
Washington, DC 20402-9325
<http://bookstore.gpo.gov>

This handbook is published by and comments should be sent to:

Federal Aviation Administration
Airman Testing Standards Branch (AFS-630)
P.O. Box 25082
Oklahoma City, OK 73125
afs630comments@faa.gov

Acknowledgments

Plane Sense was produced by the Federal Aviation Administration (FAA) with the assistance of The Wicks Group, PLLC. The FAA wishes to acknowledge the providers of the following images used in this handbook:

Skycatcher used on the cover and in chapter 6, courtesy of Cessna Aircraft Corporation

Cirrus SR20-1 used on the cover and in chapter 1, courtesy of Cirrus Design

Eclipse 500 used on the cover, courtesy of Eclipse Aviation Corporation

The FAA would also like to extend its appreciation to several aviation industry organizations that provided assistance and input in the preparation of this handbook, including:

General Aviation Manufacturers Association (GAMA)

Aircraft Owners and Pilots Association (AOPA)

Experimental Aircraft Association (EAA)

Introduction

Plane Sense is a handbook for aviation enthusiasts, especially aircraft owners and operators or those who are interested in becoming aircraft owners, who are looking for a quick reference guide on a number of general aviation topics. This handbook is published by the Federal Aviation Administration (FAA).

The FAA is the executive agency responsible for aviation oversight in the United States. The FAA's mission is to provide the safest, most efficient aerospace system in the world.

The FAA is responsible for the safety of civil aviation. The Federal Aviation Act of 1958 created the agency under the name Federal Aviation Agency. The FAA adopted its present name in 1967 when it became a part of the Department of Transportation (DOT). The FAA's major roles include:

- Regulating civil aviation to promote safety
- Encouraging and developing civil aeronautics, including new aviation technology
- Developing and operating a system of air traffic control and navigation for both civil and military aircraft
- Researching and developing the National Airspace System (NAS) and civil aeronautics
- Developing and carrying out programs to control aircraft noise and other environmental effects of civil aviation
- Regulating U.S. commercial space transportation

FAA Headquarters is located in Washington, D.C. However, the FAA is organized into eight geographical regions and the Mike Monroney Aeronautical Center located in Oklahoma City, Oklahoma. FAA regions are organized as follows:

- Alaskan (Alaska)
- Central (Iowa, Kansas, Kentucky, Missouri, Nebraska, Tennessee)
- Eastern (Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia)
- Great Lakes (Illinois, Indiana, Michigan, Minnesota, North Dakota, Ohio, South Dakota, Wisconsin)
- Northwest Mountain (Colorado, Idaho, Montana, Oregon, Utah, Washington, Wyoming)
- Southern Region (Alabama, Florida, Georgia, Puerto Rico, South Carolina, Virgin Islands)
- Southwest Region (Arkansas, Louisiana, Mississippi, New Mexico, Oklahoma, Texas)
- Western-Pacific Region (Arizona, California, Hawaii, Nevada)

Within each region, you will find several Flight Standards District Offices (FSDOs). Your local FSDO is your best resource for questions about aircraft ownership, operation, maintenance, regulatory compliance, and other issues. FAA inspectors are generally assigned to a FSDO. Aviation safety inspectors (ASIs) can assist you with issues related to the operation of your aircraft, airman certification, maintenance, and other general questions.

You can find your local FSDO on the FAA website at www.faa.gov by selecting "About FAA" from the top menu bar and following the links to locate your local FSDO's contact information.

Aircraft certification-related activities are handled by the FAA Aircraft Certification Office (ACO) that serves your geographic area.

You can contact your ACO for guidance on:

- Design approval and certificate management
- U.S. production approvals
- Engineering and analysis questions
- Investigating and reporting aircraft accidents, incidents, and service difficulties
- Designated Engineering Representative (DER) oversight

You can find the nearest ACO on the FAA website at www.faa.gov by selecting “About FAA” from the top menu bar and following the links to locate the nearest ACO’s contact information.

This handbook has been revised to include additional topics and updated website addresses to enable you to find relevant information more easily. You will also notice that some information is repeated in multiple chapters of *Plane Sense*, and this is designed to allow each chapter to stand alone as a reference tool to aid you in locating the information easily.

Please contact your local FSDO if you have any questions about the material in *Plane Sense* or how the information might specifically apply to your aircraft. This handbook is intended to provide general guidance for aircraft owners and operators; however, you should always ensure that the guidance provided applies to your specific aircraft and/or your specific situation.

The FAA website is continually updated. If your question is not answered in this handbook, you can access a great deal of helpful information on the FAA’s website at www.faa.gov. This new edition of *Plane Sense* is color-coded to assist you in quickly finding useful information.

The chapters containing information that may be useful to all general aviation readers are coded in **blue**:

Chapter 1:	Aircraft Owner Responsibilities
Chapter 11:	Obtaining FAA Publications and Records
Appendix A:	FAA Contact Information
Appendix B:	Regulatory Guidance Index

The chapters containing information about aircraft acquisition, registration, and ownership are coded in **green**:

Chapter 2:	Buying an Aircraft
Chapter 3:	Airworthiness Certificate
Chapter 4:	Aircraft Registration
Chapter 5:	Special Flight Permits
Chapter 6:	Light Sport Aircraft

The chapters containing information on aircraft maintenance are coded in **red**:

Chapter 7:	Aircraft Maintenance
Chapter 8:	Maintenance Records
Chapter 9:	Airworthiness Directives
Chapter 10:	Service Difficulty Program

You will also note the addition of several new checklists to assist you in applying the information found in *Plane Sense*. These checklists and any relevant FAA or other forms discussed in the chapter are located at the end of that particular chapter for ease of reference. For your convenience, FAA Contact Information is at the end of this handbook.

Also, the Regulatory Guidance Index at the end of this handbook locates within each chapter the relevant regulatory guidance material, including pertinent sections of the Code of Federal Regulations (CFR), FAA Orders, and Advisory Circulars (ACs).

The FAA wishes you safe landings as you embark on your own aviation journey.

Table of Contents

Preface	iii	Pre-Purchase Inspection	2-4
Acknowledgments	v	Light-Sport Aircraft	2-4
Introduction	vii	Amateur-Built Aircraft	2-4
		Military Surplus Aircraft	2-5
Chapter 1:		Chapter 3:	
Aircraft Owner Responsibilities	1-1	Airworthiness Certificate	3-1
Documentation	1-1	Classifications of Airworthiness Certificates.....	3-1
Aircraft Registration.....	1-1	<i>Standard Airworthiness Certificate</i>	3-1
14 CFR.....	1-2	<i>Special Airworthiness Certificate</i>	3-2
Logbooks.....	1-2	Issuance of an Airworthiness Certificate	3-3
Aircraft Insurance.....	1-2	Applying for an Airworthiness Certificate	3-3
Reporting Aircraft Accidents/Incidents	1-2	<i>FAA Form 8100-2,</i>	
<i>Accident</i>	1-2	<i>Standard Airworthiness Certificate</i>	3-3
<i>Incident</i>	1-2	<i>FAA Form 8130-7,</i>	
<i>Contacting the NTSB</i>	1-2	<i>Special Airworthiness Certificate</i>	3-3
<i>Filing NTSB Form 6120.1</i>	1-3	Regulations and Policies	3-3
Aviation Safety Reporting System.....	1-3	<i>Title 14 of the Code of</i>	
<i>Purpose</i>	1-3	<i>Federal Regulations</i>	3-3
<i>Confidentiality</i>	1-3	<i>FAA Orders (as revised)</i>	3-3
<i>Filing an Incident Report</i>	1-3	<i>FAA Advisory Circulars (ACs) (as revised)</i> ...	3-3
Safety	1-4		
<i>Safety Hotline</i>	1-4	Chapter 4:	
<i>Safety Information</i>	1-4	Aircraft Registration	4-1
Reporting Stolen Aircraft/Equipment	1-4	Aircraft Registration Branch	4-1
<i>Law Enforcement</i>	1-4	Eligible Registrants	4-2
<i>Insurance Company</i>	1-4	Registering Your Aircraft	4-2
<i>Aviation Crime Prevention Institute</i>	1-4	Registration Number	4-2
<i>Aircraft Registration Branch</i>	1-4	<i>How To Form an N-Number</i>	4-2
		<i>Other Requirements</i>	4-2
Chapter 2:		Special Registration Number	4-2
Buying an Aircraft	2-1	<i>Requesting a Special</i>	
Selecting the Aircraft.....	2-1	<i>Registration Number</i>	4-3
<i>Where To Look</i>	2-1	<i>Placing the Special Registration</i>	
<i>Factors Affecting Resale Value</i>	2-2	<i>Number on Your Aircraft</i>	4-3
<i>Overhauls</i>	2-2	Aircraft Previously Registered	
Aircraft Records.....	2-2	in the United States	4-3
Aircraft Title	2-2	<i>Chain of Ownership</i>	4-3
<i>Filing Ownership and Lien Documents</i>	2-3	<i>Replacement Certificate of</i>	
<i>When a Lien Is Recorded</i>	2-3	<i>Aircraft Registration</i>	4-3
<i>Releasing a Recorded Lien</i>	2-3	Aircraft Previously Registered	
Aircraft Documents	2-3	in a Foreign Country.....	4-3
<i>Bill of Sale or Conditional</i>		AC Form 8050-1,	
<i>Sales Contract</i>	2-3	Aircraft Registration Application	4-4
<i>Airworthiness Certificate</i>	2-3	AC Form 8050-3,	
<i>Maintenance Records</i>	2-3	Certificate of Aircraft Registration	4-4
Manuals	2-4	Amateur-Built Aircraft	
Airworthiness	2-4	Registration and Inspection	4-4
Maintenance	2-4		

Light-Sport Aircraft Registration	4-5
State Registration Requirements	4-5
Additional Information.....	4-5

Chapter 5:

Special Flight Permits	5-1
Circumstances Warranting	
a Special Flight Permit	5-1
Foreign-Registered Civil Aircraft	5-2
Obtaining a Special Flight Authorization.....	5-2
Application for Airworthiness Certificate.....	5-2

Chapter 6:

Light-Sport Aircraft	6-1
Definition	6-1
LSA Certification	6-1
LSA Registration	6-1
Available Resources.....	6-2
<i>Light Sport Aviation Branch, AFS-610</i>	6-2
<i>Experimental Aircraft Association</i>	6-2
Regulatory Guidance.....	6-2

Chapter 7:

Aircraft Maintenance	7-1
Maintenance Responsibilities.....	7-1
14 CFR Part 91, Subpart E.....	7-1
Manufacturer Maintenance Manuals.....	7-2
Preventive Maintenance.....	7-2
Inspections	7-2
<i>Annual Inspection</i>	7-2
<i>100-Hour Inspection</i>	7-2
<i>Condition Inspection</i>	7-2
Other Inspection Programs	7-2
<i>Progressive Inspections</i>	7-3
<i>Altimeter System Inspection</i>	7-3
<i>Transponder Inspection</i>	7-3
<i>Preflight Inspection</i>	7-3
Repairs and Alterations	7-3
Minimum Equipment List/ Configuration Deviation List	7-3
FAA Resources.....	7-3
Experimental Aircraft.....	7-3

Chapter 8:

Maintenance Records	8-1
Responsibilities of the Aircraft Owner	8-1
Logbooks.....	8-2
Airworthiness Directives	8-2

Safety Directives	8-2
Service Bulletins	8-2
FAA Form 337,	
Major Repair and Alteration	8-2
Entries into Aircraft Maintenance Records	8-2
<i>14 CFR Part 43, Section 43.9,</i>	
<i>Content, form, and disposition of</i>	
<i>maintenance, preventive maintenance,</i>	
<i>rebuilding, and alteration records (except</i>	
<i>inspections performed in accordance</i>	
<i>with part 91, part 125, §135.411(a)(1), and</i>	
<i>§135.419 of this chapter</i>	8-3
<i>14 CFR Part 43, Section 43.11,</i>	
<i>Content, form, and disposition of records</i>	
<i>for inspections conducted under parts 91</i>	
<i>and 125 and §§135.411(a)(1) and 135.419</i>	
<i>of this chapter</i>	8-3
<i>14 CFR Part 91, Section 91.409,</i>	
<i>Inspections</i>	8-3
<i>14 CFR Part 91, Section 91.411,</i>	
<i>Altimeter system and altitude</i>	
<i>reporting equipment tests and inspections</i> ..	8-3
<i>14 CFR Part 91, Section 91.413,</i>	
<i>ATC transponder tests and inspections</i>	8-3
<i>14 CFR Part 91, Section 91.207,</i>	
<i>Emergency locator transmitters</i>	8-3
Amateur-Built Aircraft.....	8-4
Available Resources.....	8-4

Chapter 9:

Airworthiness Directives	9-1
Types of ADs Issued	9-1
Standard AD Process	9-1
Emergency AD	9-1
Superseded AD	9-2
Compliance with ADs	9-2
Amateur-Built Aircraft	9-2
Summary of ADs.....	9-2
Obtaining ADs	9-2

Chapter 10:

Service Difficulty Program	10-1
Background.....	10-1
FAA Form 8010-4,	
Malfunction or Defect Report	10-1
Maintenance Alerts	10-2
<i>Background</i>	10-2
<i>Accessing Maintenance Alerts</i>	10-2
<i>Contact Information</i>	10-2

**Chapter 11:
Obtaining FAA Publications
and Records**

Advisory Circulars	11-1
Airworthiness Directives	11-1
Temporary Flight Restrictions	11-2
Notice to Airmen	11-2
14 CFR.....	11-2
Handbooks and Manuals	11-2
Aircraft Records	11-2
<i>Request Aircraft Records</i>	11-2
<i>Format</i>	11-2
Airman Records	11-3

**Appendix A:
FAA Contact Information**..... A-1**Appendix B:
Regulatory Guidance Index**..... B-1



Aircraft Owner Responsibilities

Aircraft ownership is a serious undertaking, and you should be familiar with the obligations and responsibilities of aircraft ownership before you make the decision to purchase an aircraft. Aircraft owners have a variety of responsibilities that have their foundation in the Code of Federal Regulations (CFR).

Documentation

Do you know your ARROW? Before you fly, you need to ensure that you have all of the required documentation on your aircraft. You are responsible for carrying the following documentation on your aircraft at all times:

- A—Airworthiness Certificate
- R—Registration Certificate
- R—Radio Station License (Federal Communications Commission (FCC) Radio Station License, if required by the type of operation)
- O—Operating Limitations (which may be in the form of a Federal Aviation Administration (FAA)-approved Airplane Flight Manual (AFM) and/or Pilot's Operating Handbook (POH))
- W—Weight and Balance Documents

Some of these documents are addressed in this chapter, and others are covered in later chapters. *Figure 1-1* at the end of this chapter is an ARROW checklist you can use to ensure you have all of the required documents. You can expect an FAA aviation safety inspector (ASI) to ask for these documents any time he or she is inspecting your aircraft and/or assisting you with a question regarding your aircraft.

⚠ CAUTION: A radio station license is required for any international operations. You must complete an FCC Form 605, Quick-Form Application for Authorization in the Ship, Aircraft, Amateur, Restricted and Commercial Operator, and General Mobile Radio Services, available at www.fcc.gov to obtain an FCC radio station license.

Aircraft Registration

The FAA Civil Aviation Registry Aircraft Registration Branch (AFS-750) maintains registration records on individual aircraft and serves as a repository for airworthiness documents received from FAA field offices. As an aircraft owner, you are responsible for immediately notifying AFS-750 of any change of permanent mailing address, the sale or export of your aircraft, or the loss of your ability to register an aircraft in accordance with Title 14 of the Code of Federal Regulations (14 CFR) part 47, section 47.41.

Figure 1-2 at the end of this chapter is a sample FAA Change of Address Notification you can use to inform AFS-750. Aircraft registration is addressed in more detail in chapter 4.

14 CFR

14 CFR includes rules prescribed by the FAA governing all aviation activities in the United States. A wide variety of activities are regulated, such as airplane design, typical airline flights, pilot training activities, hot-air ballooning, and even model rocket launches. The rules are designed to promote safe aviation while protecting pilots, passengers, and the general public from unnecessary risk.

As an aircraft owner, you are responsible for compliance and familiarity with the applicable 14 CFR part(s) concerning the operation and maintenance of your aircraft. While the regulations cited below are not exhaustive, they are a starting point as you consider aircraft ownership. It is essential that you remember that you are responsible for complying with *all* 14 CFR parts applicable to your aircraft and aircraft operations.

- As an aircraft owner, you should be familiar with the provisions of 14 CFR Part 43, Maintenance, Preventive Maintenance, Rebuilding, and Alteration, and 14 CFR Part 91, General Operating and Flight Rules.
- If you are also a pilot, you should be familiar with the provisions of 14 CFR Part 61, Certification: Pilots, Flight Instructors, and Ground Instructors, and 14 CFR Part 67, Medical Standards and Certification.

Questions regarding 14 CFR can be addressed to your local Flight Standards District Office (FSDO). Information about obtaining copies of 14 CFR parts and FAA publications can be found in chapter 11.

Logbooks


Each aircraft has a unique set of logbooks that document historical data dating back to the manufacturing date of the aircraft. As an aircraft owner, you have a regulatory obligation to ensure that your logbooks are complete and kept up to date.

Aircraft logbooks enable the aircraft owner to keep records of the entire aircraft in chronological order including: inspections, tests, repairs, alterations, Airworthiness Directive (AD) compliance, service bulletins, and equipment additions, removals, or

exchanges. Most logbooks also include sections for major alterations and altimeter/static system checks. Anyone performing maintenance on your aircraft will need complete aircraft logbooks to review the aircraft's compliance history before performing maintenance on your aircraft. Information about aircraft maintenance and aircraft maintenance records can be found in chapters 7 and 8, respectively.

Aircraft Insurance

Aircraft insurance is an important consideration for any aircraft owner. The type(s) and amount of insurance you should carry on your aircraft are influenced by several factors, and you should discuss these decisions with an insurance agent familiar with providing aviation insurance policies. Depending on the usage of your aircraft and who might be flying the aircraft, you may need Owners, Renters and/or Certified Flight Instructor (CFI) insurance policies for your aircraft. Responsible aircraft owners always carry sufficient insurance on their aircraft.

 **CAUTION:** You should ensure that you are in compliance with any state insurance requirements relating to aircraft ownership.

Reporting Aircraft Accidents/Incidents

Aircraft owners are responsible for complying with Title 49 of the Code of Federal Regulations (49 CFR) part 830 regarding the reporting of aircraft accidents and incidents. You are required to notify the National Transportation Safety Board (NTSB) immediately of aviation accidents and certain incidents.

Accident

An accident is defined in 49 CFR part 830 as “an occurrence associated with the operation of an aircraft that takes place between the time any person boards the aircraft with the intention of flight and all such persons have disembarked, and in which any person suffers death or serious injury, or in which the aircraft receives substantial damage.”

Incident

An incident is defined in 49 CFR part 830 as “an occurrence other than an accident that affects or could affect the safety of operations.”

Contacting the NTSB

Contact the nearest NTSB regional office to file a report. Reports of accidents or incidents should be

made to the NTSB regional office associated with the state in which the accident or incident occurred.

NTSB regions are organized as follows:

- Eastern (Alabama, Connecticut, Delaware, Florida, Georgia, Kentucky, Maine, Maryland, Massachusetts, Mississippi, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, Tennessee, Vermont, Virgin Islands, Virginia, West Virginia);
- Central (Arkansas, Colorado, Illinois, Indiana, Iowa, Kansas, Louisiana, Michigan, Minnesota, Missouri, Nebraska, New Mexico, North Dakota, Ohio, Oklahoma, South Dakota, Texas, Wisconsin);
- Western (American Samoa, Arizona, California, Guam, Hawaii, Idaho, Montana, Nevada, Oregon, Utah, Washington, Wyoming); and
- Alaska (Alaska).

Contact information for the NTSB regional offices is located at the end of this chapter in *Figure 1-3* and on the NTSB website at www.ntsbt.gov. Your local FSDO can also direct you to the correct NTSB regional office in the event of an aircraft accident or incident.

For the purpose of notifying the NTSB, a phone call is sufficient initially, but a written followup is required. You will probably be directed to complete NTSB Form 6120.1, Pilot/Operator Aircraft Accident/Incident Report, which is available on the NTSB website at www.ntsbt.gov, from the nearest NTSB regional office, or from your local FSDO.

Filing NTSB Form 6120.1

In accordance with 49 CFR part 830, section 830.5, you must file a report with the NTSB regional office nearest the accident or incident within 10 days after an accident for which notification is required.

Complete Form 6120.1, sign it, and send it by mail or fax to the applicable NTSB regional office. *Figure 1-4* at the end of this chapter is a sample NTSB Form 6120.1.

Aviation Safety Reporting System

The Aviation Safety Reporting System (ASRS) is an important facet of the continuing effort by government, industry, and individuals to maintain and improve aviation safety. The ASRS, which is administered by the National Aeronautics and Space Administration (NASA), collects voluntarily submitted aviation safety incident/situation reports from pilots, controllers, and others.

The ASRS acts on the information these reports contain. It identifies system deficiencies and issues alerting messages to persons in a position to correct them. The database is a public repository which serves the needs of FAA and NASA and those of other organizations worldwide engaged in research and the promotion of safe flight.

Purpose

The ASRS collects, analyzes, and responds to voluntarily submitted aviation safety incident reports in order to lessen the likelihood of aviation accidents.

ASRS data is used to:

- Identify deficiencies and discrepancies in the National Airspace (NAS) so that these can be remedied by appropriate authorities.
- Support policy formulation and planning for, and improvements to, the NAS.
- Strengthen the foundation of aviation human factors safety research. This is particularly important since it is generally conceded that over two-thirds of all aviation accidents and incidents are caused by human performance errors.

Confidentiality

Pilots, air traffic controllers, flight attendants, mechanics, ground personnel, and others involved in aviation operations submit reports to the ASRS when they are involved in, or observe, an incident or situation in which aviation safety was compromised. All submissions are voluntary.

Reports sent to the ASRS are held in strict confidence. ASRS de-identifies reports before entering them into the incident database. All personal and organizational names are removed. Dates, times, and related information that can be used to infer an identity are either generalized or eliminated.

Filing an Incident Report

An ASRS Incident Report is often referred to as a “NASA Strip.” When submitting an ASRS Incident Report, or NASA Strip, the submitter completes the form and sends it to the address indicated, and NASA returns the identification strip to the submitter as confirmation of receipt of the form.

You can obtain more information, a copy of the incident report form, or file the form electronically on the NASA website at <http://asrs.arc.nasa.gov>. *Figure 1-5* at the end of this chapter is a sample ASRS Incident Report.

Safety

The FAA has a number of aviation safety resources available on its website at www.faa.gov. You can access safety information by selecting “Safety” from the main menu bar.

Safety Hotline

You can call the FAA 24-Hour Safety Hotline at (800) 255-1111 or email the FAA Safety Hotline at 9-AWA-ASY-SAFETYHOTLINE@faa.gov to report:

- Maintenance improprieties
- Aircraft incidents
- Suspected unapproved parts
- Violations of 14 CFR

You can provide your contact information or file an anonymous report with the FAA Safety Hotline.

Safety Information

You can also find additional information and aviation data and statistics on the FAA website at www.faa.gov including:

- Temporary Flight Restrictions (TFRs)
- Aircraft Safety Alerts
- Safety Program Airmen Notification System
- Information for operators
- Safety alerts for operators
- CertAlerts for certificated airports
- Traffic Collision Avoidance System (TCAS) Safety Bulletin
- Aviation Safety Information Analysis and Sharing (ASIAS)
- Accident and incident data
- Aviation accident reports and statistics
- Runway incursion data and statistics
- Weather

Reporting Stolen Aircraft/Equipment

As an aircraft owner, you should be prepared to handle the theft of your aircraft or aircraft equipment. In order to manage the reporting process effectively, you should keep separate records (in a location away from the aircraft) of serial numbers for powerplants, avionics, and other installed items. Report these serial numbers at the same time the aircraft is stolen.

Law Enforcement

You should immediately report a stolen aircraft to the local law enforcement agency having jurisdiction at the site of the theft. Ask the agency to report the theft to the Federal Bureau of Investigation (FBI) National Crime Information Center, as this will initiate notifications to the appropriate government offices.

Insurance Company

After filing the appropriate reports with your local law enforcement agency, notify your insurance company or agent of the stolen aircraft, as appropriate.

Aviation Crime Prevention Institute

You should also notify the Aviation Crime Prevention Institute (ACPI) of the stolen aircraft. After you give ACPI all available information, ACPI will send notices of the theft to industry contacts, embassies, and other agencies, if applicable. You can contact the ACPI at:

Aviation Crime Prevention Institute
226 N. Nova Road
Ormond Beach, FL 32174 USA
(800) 969-5473 *toll-free*
(386) 341-7270 *outside U.S.*
(386) 615-3378 *fax*
<http://www.acpi.org>

Aircraft Registration Branch

If enough time has passed that the return of the aircraft is no longer expected, the owner should write to AFS-750 requesting that the registration for this aircraft be canceled. The request should fully describe the aircraft, indicate the reason for cancellation, be signed in ink by the owner, and show a title for the signer, if appropriate.



ARROW Checklist

STATUS	ITEM	DESCRIPTION
<input type="checkbox"/>	A—Airworthiness certificate	FAA Form 8100-2, Standard Airworthiness Certificate, or FAA Form 8130-7, Special Airworthiness Certificate (as applicable)
<input type="checkbox"/>	R—Registration certificate	FAA Form 8050-3, Certificate of Registration
<input type="checkbox"/>	R—Radio station license	FCC Form 605, Quick-Form Application for Authorization in the Ship, Aircraft, Restricted and Commercial Operator, and General Mobile Radio Services, available on FCC website at www.fcc.gov (if required by the type of operation)
<input type="checkbox"/>	O—Operating limitations	FAA-approved Airplane Flight Manual (AFM) and/or Pilot's Operating Handbook (POH), and/or limitations attached to FAA Form 8130-7
<input type="checkbox"/>	W—Weight and balance	Documentation provided by aircraft manufacturer, maintenance and modification records

Figure 1-1. *ARROW Checklist.* You can use this checklist to ensure that you are carrying the appropriate documentation onboard your aircraft at all times.

CHANGE OF ADDRESS NOTIFICATION (AIRCRAFT OWNER) PRINT OR TYPE		
Name of Registered Owner Joe Pilot	Aircraft Registration Number N 199AZ	
	Manufacturer Cessna	
	Model 172	
	Serial Number 9999	
Mailing Address (if PO Box, include physical address) 123 Beechcraft Way		
City Oklahoma City	State OK	Zip Code 73125
SIGNATURE (DO NOT Print or Type) <i>Joe Pilot</i>	Title	
SIGNATURE REQUIREMENTS: (Show appropriate title for signer) <ul style="list-style-type: none"> • Individual: Owner must sign. • Partnership: A general partner must sign. • Corporation: A corporate officer or managing official must sign. • Co-owner: Each Co-owner must sign. • Government: Any authorized person may sign 		
AFS-750-ADCHG-1 (07/04)		

(first fold)

Figure 1-2. *FAA Change of Address Notification (Aircraft Owner).* You can obtain instructions for completing an FAA Change of Address Notification on the FAA website at www.faa.gov or from your local FSDO.

NTSB Regional Offices	
Eastern Region	
<p>Ashburn Regional Office 45065 Riverside Parkway Ashburn, Virginia 20147 Phone: (571) 223-3930 Fax: (571) 223-3926</p> <p>Parsippany Regional Office 2001 Route 46 Suite 310 Parsippany, New Jersey 07054 Phone: (973) 334-6420 Fax: (973) 334-6759</p>	<p>Atlanta Regional Office Atlanta Federal Center 60 Forsyth Street, SW Suite 3M25 Atlanta, Georgia 30303 Phone: (404) 562-1666 Fax: (404) 562-1674</p> <p>Miami Regional Office 8405 N.W. 53rd Street Suite B-103 Miami, Florida 33166 Phone: (305) 597-4610 Fax: (305) 597-4614</p>
Alabama, Connecticut, Delaware, Florida, Georgia, Kentucky, Maine, Maryland, Massachusetts, Mississippi, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, Tennessee, Vermont, Virgin Islands, Virginia, West Virginia	
Central Region	
<p>Chicago Regional Office 31 West 775 North Avenue West Chicago, Illinois 60185 Phone: (630) 377-8177 Fax: (630) 377-8172</p> <p>Denver Regional Office 4760 Oakland Street Suite 500 Denver, Colorado 80239 Phone: (303) 373-3500 Fax: (303) 373-3507</p>	<p>Arlington Regional Office 624 Six Flags Drive Suite 150 Arlington, Texas 76011 Phone: (817) 652-7800 Fax: (817) 652-7803</p>
Arkansas, Colorado, Illinois, Indiana, Iowa, Kansas, Louisiana, Michigan, Minnesota, Missouri, Nebraska, New Mexico, North Dakota, Ohio, Oklahoma, South Dakota, Texas, Wisconsin	

Figure 1-3. NTSB Regional Offices. The updated list of NTSB Regional Offices, including office hours, is available on the NTSB website at www.ntsbt.gov.

NTSB Regional Offices	
Western Region	
Seattle Regional Office 19518 Pacific Highway South Suite 201 Seattle, Washington 98188 Phone: (206) 870-2200 Fax: (206) 870-2219	Gardena Regional Office 1515 W. 190th Street Suite 555 Gardena, California 90248 Phone: (310) 380-5660 Fax: (310) 380-5666 Hawaii Regional Office Telework Location
American Samoa, Arizona, California, Guam, Hawaii, Idaho, Montana, Nevada, Oregon, Utah, Washington, Wyoming	
Alaska Region	
Anchorage Regional Office 222 West 7th Avenue Room 216, Box 11 Anchorage, Alaska 99513 Phone: (907) 271-5001 Fax: (907) 271-3007	
Alaska	

Figure 1-3. NTSB Regional Offices (continued).

NATIONAL TRANSPORTATION SAFETY BOARD PILOT/OPERATOR AIRCRAFT ACCIDENT/INCIDENT REPORT This form to be used for reporting civil and public use aircraft accidents and incidents								
BASIC INFORMATION								
Accident/Incident Location Nearest City/Place: _____ State: _____ ZIP: _____ Country: _____ Latitude: _____ (dd:mm:ss N/S) Longitude: _____ (ddd:mm:ss E/W)					Date/Time Date: _____ mm/dd/yyyy Local Time: _____ Time Zone: _____			
Phase of Operation <input type="checkbox"/> Standing <input type="checkbox"/> Takeoff (incl. initial climb) <input type="checkbox"/> Cruise <input type="checkbox"/> Hover <input type="checkbox"/> Taxi <input type="checkbox"/> Climb <input type="checkbox"/> Maneuvering <input type="checkbox"/> Other <input type="checkbox"/> Descent <input type="checkbox"/> Landing <input type="checkbox"/> Approach <input type="checkbox"/> Unknown					Collision with Other Aircraft <input type="checkbox"/> Midair <input type="checkbox"/> On-ground <input type="checkbox"/> None		Altitude of In-Flight Occurrence _____ ft MSL	
AIRCRAFT INFORMATION								
Manufacturer: _____ Model: _____ Serial Number: _____ Registration Number: _____ Amateur-built: <input type="checkbox"/> Yes <input type="checkbox"/> No					Max Gross Weight: _____ lbs Weight at Time of Accident/Incident: _____ lbs Location of Center of Gravity at Time of Accident/Incident: _____ inches from <input type="checkbox"/> nose or <input type="checkbox"/> datum -or- _____ Percent Mean Aerodynamic Cord (% MAC)			
Category of Aircraft <input type="checkbox"/> Airplane <input type="checkbox"/> Balloon <input type="checkbox"/> Blimp/Dirigible <input type="checkbox"/> Glider <input type="checkbox"/> Gyrocraft <input type="checkbox"/> Helicopter <input type="checkbox"/> Powered lift <input type="checkbox"/> Ultralight <input type="checkbox"/> Unknown		Type of Airworthiness Certificate <i>(Check all that apply)</i> Standard <input type="checkbox"/> Normal <input type="checkbox"/> Utility <input type="checkbox"/> Acrobatic <input type="checkbox"/> Transport Special <input type="checkbox"/> Restricted <input type="checkbox"/> Limited <input type="checkbox"/> Provisional <input type="checkbox"/> Experimental <input type="checkbox"/> Special Flight <input type="checkbox"/> Light Sport		Number of Seats: _____ If Large Aircraft, how many seats for: Flight Crew: _____ Cabin Crew: _____ Passengers: _____		Landing Gear <input type="checkbox"/> Retractable Check any additional landing gear configuration that applies: <input type="checkbox"/> Tricycle <input type="checkbox"/> Tailwheel <input type="checkbox"/> Amphibian <input type="checkbox"/> High Skid <input type="checkbox"/> Emergency Float <input type="checkbox"/> Skid <input type="checkbox"/> Float <input type="checkbox"/> Ski <input type="checkbox"/> Hull <input type="checkbox"/> Ski/Wheel <input type="checkbox"/> Unknown		
Type of Maintenance Program <input type="checkbox"/> Annual <input type="checkbox"/> Conditional (Amateur-built only) <input type="checkbox"/> Manufacturer's Inspection Program <input type="checkbox"/> Other Approved Inspection Program (AAIP) <input type="checkbox"/> Continuous Airworthiness <input type="checkbox"/> Other, specify: _____			Last Inspection Type <input type="checkbox"/> 100 Hour <input type="checkbox"/> Continuous Airworthiness <input type="checkbox"/> AAIP <input type="checkbox"/> Conditional Inspection <input type="checkbox"/> Annual <input type="checkbox"/> Unknown		Date Last Inspection: _____ mm/dd/yyyy Airframe Total Time: _____ hrs hours measured at <i>(check one)</i> <input type="checkbox"/> Last Inspection <input type="checkbox"/> Time of Accident/Incident			
IFR Equipped <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown			Stall Warning System Installed <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		Type of Fire Extinguishing System <input type="checkbox"/> None <input type="checkbox"/> Specify _____			
ELT Installed ELT Activated <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No			ELT Manufacturer: _____ Model/Series: _____ Serial Number: _____ Battery Type: _____ Battery Exp. Date: _____					
Engine Type <input type="checkbox"/> Reciprocating <input type="checkbox"/> Turbo Jet <input type="checkbox"/> Turbo Shaft <input type="checkbox"/> Turbo Fan <input type="checkbox"/> Turbo Prop <input type="checkbox"/> Unknown			Reciprocating Fuel System Type <input type="checkbox"/> Carburetor <input type="checkbox"/> Fuel Injected		Propeller <input type="checkbox"/> Fixed Pitch <input type="checkbox"/> Controllable Pitch Manufacturer: _____ Model: _____			
Engine	Engine Manufacturer	Engine Model/Series	Manufacturer's Serial Number	Date of Mfg. mm/dd/yyyy	Engine Rated Power Measured as <i>(check one)</i> <input type="checkbox"/> Horsepower or <input type="checkbox"/> lbs of Thrust	Total Time (hours)	Time Since Inspection (hours)	Time Since Overhaul (hours)
Eng. 1								
Eng. 2								
Eng. 3								
Eng. 4								

Figure 1-4. NTSB Form 6120.1, Pilot/Operator Aircraft Accident/Incident Report. You can obtain instructions for completing NTSB Form 6120.1 on the NTSB website at www.ntsb.gov or from your local FSDO.

PLANE SENSE

General Aviation Information

FAA-H-8083-19A



U.S. Department
of Transportation
**Federal Aviation
Administration**

Published by the Federal Aviation Administration (FAA), *Plane Sense* introduces aircraft owners and operators, or prospective aircraft owners and operators, to basic information about acquiring, owning, operating, and maintaining a private aircraft. This handbook is a valuable reference tool for anyone who wants to review the “nuts and bolts” of general aviation, outlining the rules, regulations, and practical aspects of owning and operating your own airplane.

This full-color manual covers subjects such as aircraft owner responsibilities, obtaining FAA publications and records, buying an aircraft, special flight permits, light-sport aircraft, aircraft maintenance, maintenance records, airworthiness directives (ADs), and the Service Difficulty program. Appendices provide comprehensive FAA contact information and a regulatory guidance index. Websites, sample forms, and checklists are used throughout, to provide additional resources and serve as quick reference tools.

Pilots, Aviation Maintenance Technicians (AMTs) and Fixed Base Operators (FBOs) will find this FAA handbook a valuable resource. *Plane Sense* will help you make sense of all the paperwork associated with aircraft ownership and operations.

Aviation Supplies & Academics, Inc. – Since 1947
Quality and Service You Can Depend On.



Aviation Supplies & Academics, Inc.
7005 132nd Place SE
Newcastle, Washington 98059
www.asa2fly.com | 425-235-1500