AV-3 (10-15)



APPLICATION FOR AIRPORT/HELIPORT LICENSE RENEWAL

RENEWAL FEE: \$75 - 3 YEAR LICENSE

APPLICANT INFORMATION											
I/We hereby make application for renewal of the license to operate the below listed Private Airport/Heliport and affirm that I am (we are) the Owner(s) Lessee(s) of the property.											
Airport/Heliport Name:						FA	A ID D	Date			
Name of Licensee	Point of Contact (if different than Licensee)/or Additional Licensee										
Daytime Phone Number Email Address					Daytime Phone Number Email Address						
Mailing Address (Street/PO Box)	Mailing Address (Street/PO Box)										
City			ate	Zip Code	City			State Zip Code			
AIRPORT/HELIPORT INFORMATION											
Physical Address of Airport/Heliport (Street/RR/SR)											
Township/Borough				State		Zip Code	County		1		
AIRPORT						HELIPORT					
Runway Length: Ft. Width: Ft.					Diameter/Dimensions of Landing Area: ft ft						
Runway Magnetic Headings: /					Primary Appr/Dep Headings: /						
Type Runway: Paved Turf					Secondary Appr/Dep Headings: /						
Is the runway lighted? Yes No						Is heliport lighted?					
Are commercial activities planned for or occurring at this facility? Yes No [Maintenance, Flight Instruction, Fueling]											
Were any significant changes made to the facility since last inspection? Yes No If yes, please describe:											
LIST ALL BASED AIRCRAFT (Attach /											
MANUFACTURER	MODEL REGISTRATION #				OWNER						
CERTIFICATION											
I hereby certify that I am the owner, or authorized agent, of the above named airport/heliport, that the information contained herein is true and correct, and that I am familiar with the Commonwealth of Pennsylvania Regulations governing licensing and operation of Private Airports and/or Heliports.											
Name (Print) Signature Date (mm/dd/yyyy)											
Title											
Complete and mail to: PennDOT Bureau of Aviation Attn: Licensing Coordinator						FOR BUREAU OF AVIATION ONLY					
P.O. Box 3151						LICENSE FEE PAID \$ LIC#					
Harrisburg, PA 17105-3151						INITIAL DATE					

APPLICATION FOR LICENSE RENEWAL INSTRUCTIONS (AV-3)

REFERENCES:

Department of Transportation Aviation Regulations, Chapter 471, Title 67, PA Consolidated Statutes.

PURPOSE:

This form is used to renew airport/heliport licenses.

INSTRUCTIONS:

Applicant Information

- 1. Indicate whether the applicant is the owner or lessee of the physical property where the airport/heliport is located.
- 2. List the airport/heliport name in the top block as it appears on the previous license.
- 3. Enter the name, mailing address, phone number and email address of the airport/heliport owner(s). List the point of contact name, mailing address, phone number and email address (if different than owner).

Airport/Heliport Information

- 1. Enter the physical address of the airport/heliport (street, rural route, state route address).
- 2. Enter the Township/Borough where the airport/heliport is located.
- 3. Enter the County where the airport/heliport is located.
- 4. Indicate the runway length and width (or heliport dimensions).
- 5. Indicate the runway magnetic headings (or heliport approach/departure routes)
- 6. Indicate if the airport/heliport is lighted for night operations.
- 7. Indicate if commercial operations are currently occurring at, or planned for, the airport/heliport (commercial operations include flight instruction, aircraft maintenance, sale of aircraft, parts and/or fuel sales).
- 8. Describe any changes made at the site since the previous license application. Provide a sketch or site plan indicating all changes or modifications to the airport or runway environment.
- 9. List the make, model, registration number and owner of all aircraft based at the airport (based aircraft are airplanes parked/stored at the facility for more than 30 days in the year).

Certification

1. The owner, or authorized agent for the owner(s), must sign and date the application. Print or type the signatory's name. If appropriate list the signatory's title.

The license fee for private airport/heliports is \$25 per year and payable in 3-year intervals (\$75 for a 3-year renewal). Checks or money orders should be made out to the PA Department of Transportation.

Forward the license renewal application and fee to:

PennDOT Bureau of Aviation Attn: Licensing Coordinator P.O. Box 3151 Harrisburg, Pa 17105-3151

PLEASE NOTE: The AV-3 shall not be used to change ownership. Bureau Form AV-4 (Application for New Airport) is used for initiate a change of ownership. Bureau forms and regulations can be obtained at the Bureau's website www.dot.state.pa.us.