



## **Waterloo-Wellington Flight Centre - Authorization Form**

This form must be completed and submitted to dispatch at the time of sign-out trips more than 4 hours or with a crossing into the USA. Please submit the request 48 hours in advance to the CFI for approval.

- Flight(s) over 4 hours in duration
- Flight(s) into USA
- Flight(s) that will remain overnight

### **Information – Pilot and Passenger:**

Pilot and Passenger - Names	Contact Number (Cell)	Weights of Passengers / Bags
1		
2		
3		
4		

Pilot's Total Time	Aircraft Type	Aircraft Registration	Emergency Contact Number

Pilot's Time on Type	Intended Route (Fuel Stops)

Departure Date	Departure Time	Return Date	Return Time	Est. Total Time of Usage on Aircraft

Student or Renter	Student's Instructor	Instructor's Authorization	Name and Contact of FBO where aircraft will be overnight

### **\*\*\*Students:\*\*\***

- Flight planning checked by Instructor (Includes Weight and Balance and Performance Calculations)

Instructor's Name: \_\_\_\_\_

### **Flights to the USA:**

- Valid Passports
- EAPIS / Forms / Customs Contacted

Pilot Certification: As a PIC, I accept full responsibility for the safe conduct of this flight. I certify that I am familiar with all pertinent information relevant to this flight: Weather, WWFC Safety Information, Destination Information, etc. I also certify that I will carry out the flight in accordance with the CAR's / FAA regulations and WWFC rules. I certify that I am qualified and current on this type of aircraft type according to WWFC rules and my licence & medical are valid for the time period of this trip. I further certify that a copy of the weight and balance report has been left on file with the Flight Centre before departing.

Pilot Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Licence Number \_\_\_\_\_

CFI Approval: \_\_\_\_\_ Date: \_\_\_\_\_