# REQUEST FOR MILITARY AERIAL SUPPORT

**ALL EVENT SPONSORS MUST READ THE INSTRUCTIONS ON PAGE 4 BEFORE COMPLETING THIS FORM.**

**REQUEST NUMBER**

*OMB No. 0704-0290*
*OMB approval expires Oct 31, 2009*

The public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services Directorate (0704-0290). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

**PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM TO THE ADDRESS ON PAGE 4.**

**ALL DATA WILL BE HANDLED ON A "FOR OFFICIAL USE ONLY" BASIS.**

## SECTION I - ACTIVITY

| 1. CATEGORY REQUESTED *(X and complete as applicable)* | (1) DATE OF EVENT *(YYYYMMDD)* | (2) TYPE AIRCRAFT REQUESTED | | (3) MILITARY SERVICE REQUESTED | |
|---|---|---|---|---|---|
| | | ANY *(X)* | SPECIFIC *(Optional)* | ALL *(X)* | SPECIFIC *(Optional)* |
| ☐ a. FLYOVER *(See paragraph 4 of Instructions)* | | ☐ | | ☐ | |
| ☐ b. STATIC DISPLAY *(See paragraph 5 of Instructions)* | | ☐ | | ☐ | |
| ☐ c. SINGLE AIRCRAFT DEMONSTRATION *(See paragraph 7 of Instructions)* | | ☐ | | ☐ | |
| ☐ d. OTHER AERIAL SUPPORT *(i.e. Parachute Demo, SAR Demo)* | | ☐ | | ☐ | |

| e. AERIAL DEMONSTRATION TEAM *(X all requested. See Instructions.)* | (a) PRIMARY DATE *(YYYYMMDD)* | (b) ALTERNATE DATE(S) *(YYYYMMDD)* | (c) I WILL CONSIDER ANY DATE DURING AIR SHOW SEASON *(X one)* |
|---|---|---|---|
| ☐ U.S. ARMY GOLDEN KNIGHTS | | | ☐ YES |
| ☐ U.S. NAVY BLUE ANGELS | | | |
| ☐ U.S. AIR FORCE THUNDERBIRDS | | | ☐ NO |
| ☐ OTHER *(Specify)* | | | |

## SECTION II - EVENT AND SITE INFORMATION

**2.a. EVENT TITLE** *(and website, if applicable)*

| b. SITE OF EVENT *(Must be accessible by persons with disabilities)* | c. SITE CITY, STATE AND ZIP CODE | d. SITE ELEVATION *(Feet above sea level)* | e. RUNWAY LENGTH X WIDTH |
|---|---|---|---|

| f. ARRESTING GEAR *(X one)* | g. TYPE OF SITE *(i.e., airport, park, lake, etc.)* |
|---|---|
| ☐ YES ☐ NO | |

**3. EVENT SITE CERTIFICATION** *(To be completed by an agent exercising authority for site use)*
**I certify that an agreement has been made with the sponsoring organization indicated in Section III to use the event site indicated in 2.b. above.**

| a. NAME *(Last, First, Middle Initial)* | b. TITLE | c. TELEPHONE NO. *(Include area code)* |
|---|---|---|
| d. SIGNATURE | | e. DATE SIGNED *(YYYYMMDD)* |

| 4. INCLUSIVE DATES/TIME OF EVENT *(YYYYMMDD)* | 5. IS THERE CIVILIAN AVIATION/AERIAL PARTICIPATION PLANNED FOR THE EVENT? *(X one)* | ☐ YES ☐ NO |
|---|---|---|

| 6. ATTENDANCE | | 7. PLANNED MEDIA COVERAGE *(X as applicable)* | | |
|---|---|---|---|---|
| a. PROJECTED | b. PRIOR EVENT | ☐ TELEVISION ☐ RADIO | ☐ PRINT ☐ NONE | YOUR MEDIA/PR POC *(Name/telephone/email)*: |

## SECTION III - SPONSOR INFORMATION

| 8. LOCAL SPONSORING ORGANIZATION | b. TYPE *(X one)* |
|---|---|
| a. NAME | ☐ PROFIT ☐ NONPROFIT |

**9. POINT OF CONTACT FOR AVIATION ACTIVITIES FOR THIS EVENT** *(Please PRINT all contact information.)*

| a. *(X one)* | | b. NAME *(Last, First, Middle Initial)* | c. RANK *(If military)* |
|---|---|---|---|
| ☐ MR. | ☐ MS. ☐ OTHER | | |

d. ADDRESS

| (1) NUMBER AND STREET/SUITE NUMBER | (2) CITY | (3) STATE | (4) ZIP CODE |
|---|---|---|---|
| | | | |

| e. TELEPHONE NO. *(Include area code or DSN if military)* | f. E-MAIL ADDRESS | g. FAX NO. *(Include area code)* |
|---|---|---|
| (1) | | |
| (2) | | |

| 10.a. EVENT TITLE | b. EVENT DATE |
|---|---|
| | |

## SECTION III - SPONSOR INFORMATION *(Continued)*

| | YES | NO |
|---|---|---|
| 11. IS EVENT OFFICIALLY SUPPORTED BY LOCAL GOVERNMENT *(X one)* | | |
| 12. WILL YOU PROVIDE POST-EVENT REPORT ON REQUEST? *(X one)* | | |
| 13. DOES SPONSORING ORGANIZATION PERMIT MEMBERSHIP WITHOUT REGARD TO RACE, RELIGION, SEX OR COLOR? *(X one)* | | |
| 14. WILL ALL ASPECTS OF THIS EVENT BE AVAILABLE TO ALL PERSONS WITHOUT REGARD TO RACE, RELIGION, SEX OR COLOR? *(X one)* | | |
| 15. WILL THE EVENT BE OPEN TO THE GENERAL PUBLIC? *(X one)* | | |

## SECTION IV - FEDERAL AVIATION ADMINISTRATION COORDINATION *(Airspace Coordination)*

**FOR THIS EVENT TO BE CONSIDERED FOR U.S. MILITAR SUPPORT, THE SPONSOR MUST HAVE THIS SECTION COMPLETED BY THE FLIGHT STANDARDS DISTRICT OFFICE RESPONSIBLE FOR CONTROLLING THE AERIAL ACTIVITIES AT THE EVENT SITE.**

**For events where the airspace falls under the purview of the United States Department of Transportation, Federal Aviation Administration (FAA) coordination is required for all U.S. military aviation activities described in Section I EXCEPT AIRCRAFT STATIC DISPLAYS. THE SPONSOR WILL FORWARD THIS DOCUMENT, WITH SECTIONS I THROUGH III AND SECTIONS V THROUGH VII COMPLETED, TO THE FLIGHT STANDARDS DISTRICT OFFICE (FSDO) HAVING JURISDICTION OVER THE SITE. After completion of Section IV by the FSDO, form will be returned to the sponsor for submission to DoD. Sponsors will allow a minimum of 45 days for FAA review and completion.**

**16. FLIGHT STANDARDS DISTRICT OFFICE REVIEW I have reviewed the requested activity in Section I and determined that:** *(X and complete as applicable)*

| | |
|---|---|
| | a. FAA/OTHER GOVERNMENTAL WAIVER IS NOT REQUIRED. |
| | b. WAIVER IS REQUIRED FOR THE FOLLOWING EVENT(S) LISTED IN SECTION I: *(Specify)* |
| | c. COORDINATION HAS BEEN ACCOMPLISHED WITH CONTROLLING AIR TRAFFIC CONTROL FACILITY. |
| | d. AIR TRAFFIC COORDINATION IS NOT REQUIRED. |
| | e. DEMONSTRATION SITE FEASIBILITY STUDY IS REQUIRED AND SITE PLAN WAS SUBMITTED BY THE SPONSOR. *(Must meet show line, crowd line, airspace parameters and show congested areas, dwellings, thoroughfares, and obstructions within 3 NM of show center.)* |
| | f. DEMONSTRATION SITE FEASIBILITY STUDY IS NOT REQUIRED. |
| | g. NO MAJOR NOISE CONCERNS IN THE REQUESTED AIRSPACE. |

**17. FEASIBILITY DETERMINATION. Based upon my review of this site, I find the site to be:** *(X one)*

| | | | | | |
|---|---|---|---|---|---|
| | SATISFACTORY | | CONDITIONAL SATISFACTORY *(See NOTE)* | | UNSATISFACTORY *(See NOTE)* |

**NOTE: If the show site is marked "Conditional Satisfactory", explain the conditions which must be met by the show sponsor to provide a "Satisfactory" site in the Additional Comments section. If the show site is marked "Unsatisfactory," the request for the applicable activity cannot be accepted by the Department of Defense.**

**18. ADDITIONAL COMMENTS** *(Mandatory if FARs are waived)*

**19. COORDINATING OFFICIAL**

| a. NAME *(Last, First, Middle Initial)* | b. FLIGHT STANDARDS DISTRICT OFFICE | c. TELEPHONE NO. *(Include area code)* |
|---|---|---|
| d. TITLE AND SIGNATURE | | e. DATE SIGNED *(YYYYMMDD)* |

| 20.a. EVENT TITLE | b. EVENT DATE |
|---|---|
| | |

## SECTION V - PROGRAM

**21. PROGRAM THEME AND OBJECTIVE** *(Please explain how aviation support is an integral part of the event.)*

**22. CHARGES AND FEES**

| a. ADMISSION | b. PARKING | c. SEATING | d. OTHER *(Specify)* |
|---|---|---|---|
| | | | |

| e. DOES EVENT RAISE FUNDS? *(X one)* | f. FUNDS WILL BE USED FOR *(X as applicable)* | | g. SPECIFIC INSTRUCTIONS FOR USE OF FUNDS *(Company, Charity or Organization to benefit)* |
|---|---|---|---|
| ☐ YES *(Complete 22.f. and 22.g.)*<br>☐ NO | ☐ (1) CHARITIES<br>☐ (2) EXPENSES<br>☐ (3) PRIZES | ☐ (4) OTHER ***(Explain in 22.g.)*** | |

**23. HISTORICAL INFORMATION**

| a. LIST ALL YEARS THE EVENT HAS BEEN HELD | b. LAST AERIAL DEMONSTRATION AND YEAR OF PERFORMANCE *(i.e., Blue Angels, Thunderbirds, Golden Knights)* | c. LIST CIVILIAN AND MILITARY AIRCRAFT AT LAST YEAR'S EVENT |
|---|---|---|
| | | |

## SECTION VI - SUPPORT *(All Requests other than Flyovers)*

| 24. THE SPONSOR AGREES TO: *(Initial each item signifying acceptance. Lack of initials renders the event ineligible for all support other than Flyovers.)* | INITIALS |
|---|---|
| a. OBTAIN THE AIR SHOW WAIVER FROM THE FAA MONITOR PRIOR TO THE EVENT FOR EACH ACTIVITY REQUIRING A WAIVER *(plan a 60-day lead time)*. FAILURE TO OBTAIN A WAIVER WILL RESULT IN DEMONSTRATION CANCELLATION AT THE EXPENSE OF THE SPONSOR. | |
| b. PAY TEAM COSTS AS OUTLINED ON PAGE 4, PARAGRAPHS 6 OR 8 OF INSTRUCTIONS, AS APPLICABLE. *(Applies only for Blue Angels, Thunderbirds, or Golden Knights requests.)* | |
| c. PROVIDE OR REIMBURSE TRANSPORTATION, MEALS, AND QUARTERS COSTS *(including pre-event visits)* FOR ARMED FORCES PARTICIPANTS, AS REQUIRED. *(Reimbursement for demonstration teams covered in paragraphs 6 or 8 of Instructions.)* | |
| d. PROVIDE SUITABLE AIRCRAFT FUEL AT MILITARY CONTRACT PRICES. *(Sponsor must pay all costs over military contract prices, including any transportation and handling charges, if fuel is not available at such prices.)* | |
| e. PROVIDE SECURITY FOR AIRCRAFT AT EVENT SITE DURING ENTIRE STAY. *(Certain assets (i.e., B-2 and F-117) will require extensive security.)* | |
| f. PROVIDE MOBILE FIREFIGHTING, CRASH, AND GROUND-TO-AIR COMMUNICATIONS EQUIPMENT AT THE SHOW SITE FOR FLIGHT AND PARACHUTE DEMONSTRATIONS AND STATIC DISPLAY AIRCRAFT. | |
| g. PROVIDE AMBULANCE AND MEDICAL PERSONNEL ON SITE DURING FLIGHT AND PARACHUTE DEMONSTRATIONS AND CERTAIN OTHER TYPES OF AERIAL ACTIVITIES AS DETERMINED, IN ADVANCE, BY THE MILITARY SERVICES. | |
| h. PROVIDE TELEPHONE FACILITIES FOR NECESSARY OFFICIAL COMMUNICATIONS AT THE EVENT SITE. | |
| i. PROVIDE AERIAL PHOTOGRAPH AND AIRFIELD DIAGRAM UPON REQUEST. | |
| j. PROVIDE LOCAL MILITARY RECRUITERS, AT NO CHARGE, PRIME SPACE AT THE EVENT SITE FOR RECRUITING ACTIVITIES. | |

## SECTION VII - CERTIFICATION BY SPONSOR

**25. PRESIDENT/CHAIRMAN OF SPONSORING ORGANIZATION/BASE OR WING COMMANDER** *(If military sponsored)*

**I certify that the information provided above is complete and accurate to the best of my knowledge. I understand that representatives from the military services will contact us to discuss arrangements and additional costs involved prior to final commitments. Any changes to the information on this form may invalidate eligibility for military participation.**

| a. SIGNATURE | b. DATE SIGNED *(YYYYMMDD)* | c. PRINT NAME AND TITLE |
|---|---|---|
| | | |

## INSTRUCTIONS

1. The attached form is used to request U.S. Armed Forces aircraft participation at public events (maximum of 3 days) in support of community relations programs, and for requesting an aerial demonstration team *(U.S. Army Golden Knights, U.S. Navy Blue Angels, or U.S. Air Force Thunderbirds)* to perform on or off a military installation, worldwide. This form is used by each Military Service to determine eligibility of an event for military aerial support. Once an event has been approved as eligible, it is the event sponsor's responsibility to contact units and coordinate any possible military unit participation. **The event sponsor is required to inform all the other requested military services once acceptance of any military aviation participation has been confirmed.**

2. The event sponsor is responsible for gaining the completion of Section IV, FAA Coordination, prior to submission of the form to each appropriate Military Service. The local Flight Standards District Office that has jurisdiction over the event site will complete all appropriate blocks in Section IV. Requests for static displays only do not require FAA coordination. Complete Sections I - III and V - VII, and forward the form to the nearest Flight Standards District Office (FSDO) for completion of Section IV. To locate nearest FSDO, visit FAA's website at http://www.faa.gov/about/office_org/field_offices/fsdo/.

3. The local sponsoring organization is responsible for the accurate completion of the form and conducting the event. The information on this form must be typed or printed in ink, and is used to evaluate the event for compliance with public law and Department of Defense policies, and to determine its eligibility for Armed Forces participation. In all cases, military participation must not interfere with military operations and training programs, and must be at no additional cost to the U.S. Government. Sponsors will consult with local military recruiters and provide, at no charge, prime space at the event site for recruiting activities. Department of Defense is unable to support events for which sponsorship is intended to make a business profit. Events which have an admission charge, or other associated charges, do not necessarily preclude military participation. Military commands cannot participate in events which charge admission unless the military participation is incidental to the event, and not the primary attraction. Incomplete forms, or forms submitted late, cannot be considered and will be returned to the sponsor's representative.

4. Requests for flyovers will be considered only for aviation-oriented events *(i.e., air shows, airport anniversaries or dedication events)*, or for patriotic observances *(one day only)* held in conjunction with Armed Forces Day, Memorial Day, Independence Day, POW/MIA Recognition Day, or Veterans Day *(event must be within seven days of the actual holiday date to be considered)*. Flyovers, not to exceed four aircraft, may be performed by operational or training aircraft as determined by the providing Military Service. **Sponsors of events other than bona fide air shows are prohibited from scheduling more than one Service to conduct the flyover. Once a military organization confirms flyover support, sponsor must then notify any other military service requested, so they will not participate in the same event.** The Blue Angels and Thunderbirds do not perform flyovers. Requests for flyovers must be received for processing at least 90 days prior to the event for full consideration by the Services. Requests received closer than 30 days will not allow adequate planning for some organizations to support. Requests received 14 days or closer will not be considered. Complete Sections I - III and V - VII, and forward the form to the nearest Flight Standards District Office (FSDO) for completion of Section IV. The missing man formation will not be flown in support of any activities requested on this form. It is reserved for funeral services in honor of active duty rated/designated aviators or dignitaries of the Federal Government or as determined by the Military Services.

5. Requests for aircraft static displays will only be considered for air shows, airport events, expositions and fairs, and public events which contribute to the public knowledge of Armed Forces equipment and capabilities *(including recruiting and ROTC events)*. Complete Sections I - III and V - VII *(Section IV is not applicable when requesting static displays only)*. Requests may be sent from the sponsoring organization to each Service branch's public affairs office listed in paragraph 9 of these instructions. The sponsor must satisfy all safety and operational requirements for the requested aircraft. Requests received closer than 60 days *(90 days for Marine Corps support)* will not allow adequate planning for some organizations to support.

6. Civilian-sponsored requests for performances by a flight demonstration team *(Blue Angels and Thunderbirds)* will be considered only for events

6. *(Continued)* which are: (1) aviation oriented *(i.e. air shows, airport events, historical aviation events)*; (2) planning civilian aviation participation; (3) open to all Military Services for participation, and (4) held during the air show season *(mid-March to mid-November)*. A partial reimbursement cost (quarters and meals) of $6,000 per official demonstration (including any performance where admission is charged to view a team) is payable by all nonmilitary sponsors as indicated in the team support manual. Appearances on a military installation or sponsored by a military organization will only be approved in support of an official installation "open house" program *(no admission charge/entrance fee)*. All event sponsors are required to comply with all aspects of the team support manual, as applicable. All requests for an aerial demonstration team must be received by August 1 of the year preceding the year of the event. Complete Sections I - III and V - VII, and forward the form to the nearest FAA Flight Standards District Office (FSDO) for completion of Section IV. The annual schedule will be released in December of the year prior to the season. Subsequent to public release of the schedules, teams will be rescheduled if a scheduled event is cancelled, the original sponsoring organization is changed, or the original event site is changed. Previously validated requests will automatically be reconsidered. NOTE: Blue Angels and Thunderbirds require 6,000 and 7,000 foot runways, respectively, at or within 30-50 nautical miles of the demonstration site. The Blue Angels also require arresting gear located within 80 nautical miles of the demonstration site.

7. Requests for single aircraft demonstrations *(i.e., F-15, F-18, Harrier)* will be considered for events as described in paragraph 6 (1) through (4) above. Army and Air Force single aircraft demonstrations must be received for processing at least 60 days prior to the event. USMC Harrier (AV-8B) and Navy demonstration requests must be received by January 31 each year. The Harrier demonstration can only be performed over a prepared hard surface or open water. *(Scheduled Harrier events will receive two aircraft, one for demonstration and one for static display. Fifty gallons of distilled water must be provided for each Harrier demonstration.)* Meals, lodging, and transportation for the aircrews must be provided by the sponsor.

8. Civilian-sponsored requests for the U.S. Army Parachute Team, the Golden Knights, will be considered for events such as air shows, airport dedications and anniversaries, expositions and fairs, events sponsored by the Army, and those events which contribute to the public knowledge of military and airborne operations, equipment and capabilities. All requests must be received by Army Public Affairs by October 1 of the year preceding the year of the event. Appearances on a military installation will only be approved in support of an official "open house" program. All sponsors, military and civilian, are required to reimburse the team for quarters, meals, ground transportation, and a designated rate for the jump platform *(aircraft)*, as determined by the team, at least two weeks prior to the event *(approximately $2,500 per official show day)*. The annual schedule will be released in mid-January *(approximately 45 days after the flight demonstration teams' schedules)*. After the official schedule is released, the Golden Knights will consider "add on" performances if received at least 60 days prior to the date of the event. In the event of cancellations, all requests previously validated will automatically be reconsidered, as required. Complete Sections I - III and V - VII, and forward the form to the nearest FAA Flight Standards District Office (FSDO) for completion of Section IV. Please send completed request forms to the appropriate Military Service public affairs office(s) listed below.

9. Additional DD Forms 2535 may be obtained through the office(s) listed below, through the nearest military installation public affairs office, or on the Internet at http://www.dtic.mil/whs/directives/infomgt/forms/ddforms2500-2999.htm. **For legibility reasons, event sponsors are highly encouraged to fill out applicable information on-line prior to printing form out**.

**ARMY**
Office of the Chief of Public Affairs
Attn: Community Relations Team
1500 Army Pentagon
Washington, DC 20310-1500
(703) 695-2057 (voice)
(703) 614-3354 or (703) 695-6253 (fax)
http://www4.army.mil/outreach/assets/

**NAVY**
Navy Office of Community Outreach Attn:
Aviation Support
5722 Integrity Drive, Bldg 456-3
Millington, TN 38054
(901) 874-5803 (voice)
(901) 874-5813 (fax)
http://www.navy.mil/palib/aircraft/airshows/airshows.html

**MARINE CORPS**
Headquarters, U.S. Marine Corps
Attn: Aviation Coordinator
2 Navy Annex (PAC)
Washington, DC 20380-1775
(703) 692-7434 (voice)
(703) 614-2358 (fax)
www.usmc.mil/community

**AIR FORCE**
SAF/PAN
Attn: Aviation Support
1690 AF Pentagon
Washington, DC 20330-1690
(703) 695-9664 (voice)
(703) 693-9601 (fax)
www.airshows.pa.hq.af.mil

**SPONSOR: PLEASE RETAIN A COPY OF THIS FORM FOR FUTURE REFERENCE.**