

AIRCRAFT FLIGHT REQUEST				FLIGHT SCHEDULE						AIRCRAFT INFORMATION					
<b>INITIAL REQUEST INFORMATION</b>				COST MANAGEMENT CODE(S):			BILLEE CODE (OAS AIRCRAFT ONLY):			FAA N#:					
INITIAL DATE/TIME:		TO/FROM:	PHONE NUMBER							FLIGHT SCHEDULE:					
FLIGHT TYPE:		POINT TO POINT		MISSION FLIGHT		AIRCRAFT TYPE:		HELICOPTER		FIXED WING		MAKE / MODEL:			
MISSION OBJECTIVES / SPECIAL NEEDS:										COLOR:					
<b>PASSENGER / CARGO INFORMATION</b>										PAX SEATS:					
NAME / TYPE OF CARGO		LBS OR CU FT	PROJECT ORDER #	DEPT ARPT	DEST ARPT	NAME / TYPE OF CARGO		LBS OR CU FT	PROJECT ORDER #	DEPT ARPT	DEST ARPT	VENDOR:			
												PHONE #:			
												FAX #:			
												PILOT(S):			
<b>FLIGHT ITINERARY (FOR MISSION TYPE FLIGHTS SUCH AS RECON, INDICATE POINTS OF DEPARTURE / ARRIVAL AND ATTACH MAP WITH DETAILED FLIGHT ROUTE)</b>															
DEPART WITH				DEPART FROM			ENROUTE	ARRIVE			DROP OFF		KEY POINTS		
DATE	FUEL	PAX	LBS	AIRPORT / PLACE		ETD	ATD	ETE	AIRPORT / PLACE		ETA	ATA	PAX	LBS	(DROP OFF PTS, REFUEL STOPS, ETC)
<b>FLIGHT FOLLOWING</b>										<b>ADMINISTRATIVE</b>					
METHOD OF FLIGHT FOLLOWING:			CHECK-IN / CHECK-OUT:			IF RADIO, GIVE CONTACTS / FREQUENCIES:					OAS-23				
IFR FLIGHT PLAN			BY RADIO								FS 6500-122				
CHECK-IN / CHECK-OUT			BY SATELLITE								ROUTE PAYMENT TO:				
AFF			BY PHONE			CHECK-IN EVERY                      MINUTES ENROUTE / TAKE-OFF / LAND									
FLIGHT MANAGER:										<b>CLOSE OUT</b>					
IF TELEPHONE, CALL THESE NUMBERS:										CLOSED BY:					
DESTINATION DISPATCHER :					UPON ARRIVAL					DATE / TIME:					
ORDERING DISPATCHER:					AT EACH STOP										