



Federal Aviation Administration

Memorandum

Date: JUN 09 2011

To: All Regional Airports Division Managers and AMA-620
Attention: PFC Contacts

From: Joe Hebert, Manager, Financial Analysis and Passenger Facility Charge Branch,
APP-510

Prepared by: Sheryl Scarborough, Management and Program Analyst, APP-510

Subject: PFC Update, PFC 66-11

PFC 11-66.1. Large and Medium hub Airport Forecast Revenue report.

Large and medium hub airports that are currently collecting PFCs are required to provide a forecast of their 2012 Federal Fiscal Year PFC revenue by July 1, 2011. This forecast must be of expected collections only, i.e. it cannot include expected interest to be earned. The Revenue page in the PFC Public Agency Quarterly Report section in SOAR has been updated to accept the 2012 forecast. Data from this forecast is necessary for calculating apportionment reductions for large and medium hub airports.

If a public agency inputs their forecast and the forecast is not viewable on the internal FAA-side of the firewall the next day, please contact either Jane Johnson (202-267-5878) or Sheryl Scarborough (202-267-8825) immediately. Do not re-input the amount from the internal FAA-side.

PFC 11-66.2. Early deadline for PFC monthly report input for July 2011.

Due to extraordinary circumstances, the monthly PFC reports must be issued no later than July 22nd in order to provide the air carriers with the regulatory required 30 day notice before any change of duration of collection. In order to meet this July 22nd deadline, any decision documents that you would like to be included in the monthly report must be input in SOAR no later than July 19th. Please contact Sheryl Scarborough at (202) 267-8825 if you have any questions.

A handwritten signature in blue ink that reads "Joe Hebert".

Joe Hebert