

Follow directions all the way to the end. The most important step is the last one!

<http://www.airshows.pa.hq.af.mil/PublicSite/Index.cfm?fwa=home>



**U.S. Air Force Aerial Events**

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**U.S. AIR FORCE**

**Welcome**

Thank you for your interest in the U.S. Air Force Aerial Events Support Program. This on-line capability was developed to provide active duty Air Force, Air Force Reserve and Air National Guard operators and unit schedulers a near real-time capability to check which public events have been determined eligible by Air Force Public Affairs at the Pentagon, as well as those approved at the major command level, for potential operational support. The site also provides complete request procedures for military and non-military requestors, and is the single location to determine if a public event has been deemed eligible for support. An event eligible for support may not necessarily be supported, as flying units must carefully balance their real-world operations and training requirements with public affairs aviation event requests.

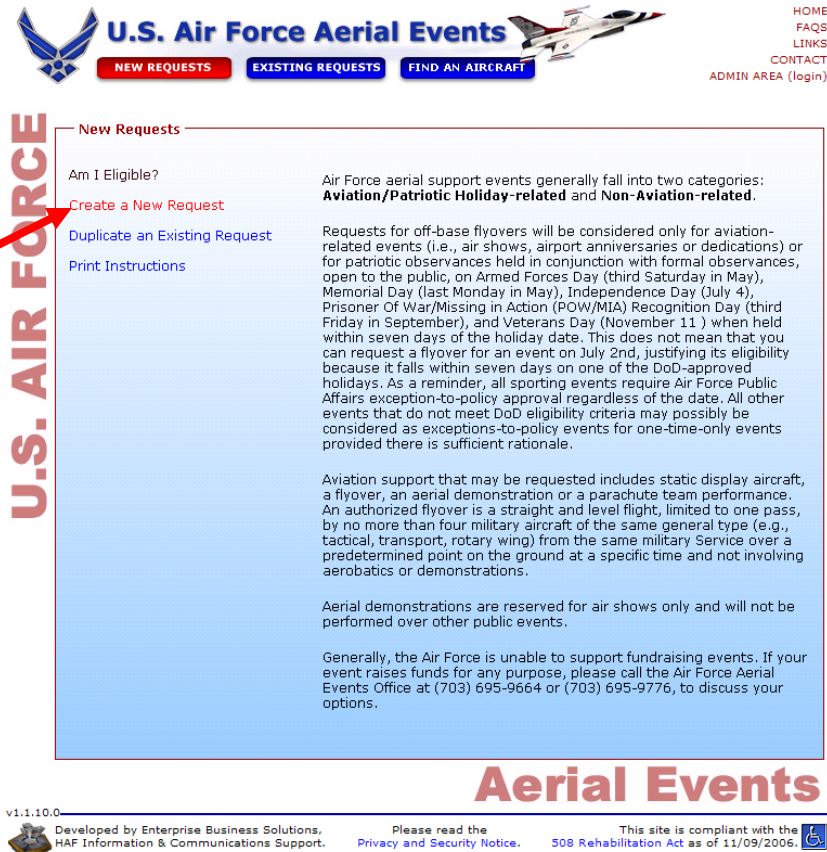


A C-17 Globemaster III banks over the Arthur J. Ravenel Bridge.



**Aerial Events**

v1.1.10.0  
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**U.S. Air Force Aerial Events**

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**U.S. AIR FORCE**

**New Requests**

Am I Eligible?  
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Air Force aerial support events generally fall into two categories: **Aviation/Patriotic Holiday-related** and **Non-Aviation-related**.

Requests for off-base flyovers will be considered only for aviation-related events (i.e., air shows, airport anniversaries or dedications) or for patriotic observances held in conjunction with formal observances, open to the public, on Armed Forces Day (third Saturday in May), Memorial Day (last Monday in May), Independence Day (July 4), Prisoner Of War/Missing in Action (POW/MIA) Recognition Day (third Friday in September), and Veterans Day (November 11) when held within seven days of the holiday date. This does not mean that you can request a flyover for an event on July 2nd, justifying its eligibility because it falls within seven days on one of the DoD-approved holidays. As a reminder, all sporting events require Air Force Public Affairs exception-to-policy approval regardless of the date. All other events that do not meet DoD eligibility criteria may possibly be considered as exceptions-to-policy events for one-time-only events provided there is sufficient rationale.

Aviation support that may be requested includes static display aircraft, a flyover, an aerial demonstration or a parachute team performance. An authorized flyover is a straight and level flight, limited to one pass, by no more than four military aircraft of the same general type (e.g., tactical, transport, rotary wing) from the same military Service over a predetermined point on the ground at a specific time and not involving aerobatics or demonstrations.

Aerial demonstrations are reserved for air shows only and will not be performed over other public events.

Generally, the Air Force is unable to support fundraising events. If your event raises funds for any purpose, please call the Air Force Aerial Events Office at (703) 695-9664 or (703) 695-9776, to discuss your options.

**Aerial Events**

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U.S. AIR FORCE

## New Requests

[Am I Eligible?](#)[Create a New Request](#)[Duplicate an Existing Request](#)[Print Instructions](#)

To begin a new request and create a request number, please enter your POC Email Address

POC Email Address

Confirm Email Address

## Aerial Events

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# U.S. Air Force Aerial Events

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U.S. AIR FORCE

[Request Procedure](#)[Event POC](#)[Event & Site Information](#)[Type of Aerial Support](#)[Event Details](#)[Terms & Conditions](#)[Print Instructions](#)

Request #: 20C3848E505

## REQUEST PROCEDURE

### United States Department of Defense

This Web site should be used in lieu of **DD Form 2535**(Request for Military Aerial Support) 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. Air Force Thunderbirds*) to perform on or off a military installation, worldwide. **Incomplete or late requests will not be considered.**

The information collected via this online form is used by the U.S. Air Force to evaluate the event for compliance with public law and Department of Defense policies, and to determine its eligibility for Armed Forces participation. Once an event has been approved as eligible, it is the event sponsor's responsibility to coordinate possible military unit participation.

The local sponsoring organization is responsible for the accurate completion of this online form and for conducting the event.

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.

## Aerial Events

v1.1.10.0

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Town of ..... and CTANG

Request | **Event POC** | Event & Site Information | Type of Aerial Support | Event Details | Terms & Conditions

Request #: 28C3B48E585  
\* Denotes Required Fields

**Local Sponsoring Organization \***  
Town of Jewett City and CTANG  Profit  Non Profit

Title: Lt Col | First Name: Ken | Last Name: LaTona | MI:

**CONTACT INFORMATION**

Email: kenneth.ladona@ang.af.mil

Street: 100 Nicholson Rd | Suite/Room:

City: East Granby | State: CT | Zip Code: 06026

Primary Telephone: 860-292-2356 | Alternate Telephone: 220-2356 | Fax: 860-292-2333

Your name  
Your Email  
Your Address  
Your Phone and Fax numbers

**Aerial Events**



# U.S. Air Force Aerial Events



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- Request Procedure
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Memorial Day Parade

Parade Chairman,  
Parade Coordinator,  
Special Assistant to  
the Chairman,  
Secretary, or almost  
anything else you can  
think of

Your name

Request # 38C3948E585  
Mandatory Required Fields

### EVENTS & SITE INFORMATION

Event Title \*  
Memorial Day Parades

To this an air show? \*  Yes  No

Name of Event Site (L.e. airport name, fairground name, etc)  
Jewett City Town Center

Type of Site (L.e. airport, park, waterfront, etc) \*  
Town Center

City of Event \*  
Jewett City

State (or INTL) \*  
CT

Zip/Postal Code \*  
06351

Certifier's Title  
Parade Chairman

Certifier's Name  
Richard Ouillette

Certifier's Phone

Date of event  
Date \*  
31 May 2010

Time of Flyover  
9:40

Alternate Date(s) of Event

Will you consider any date during the air show season?  Yes  No

Projected Attendance \*  
600

Historical Attendance  
500

Site Elevation (feet above sea level)  
100

Runway Length (in feet)

Runway Width (in feet)

Is there Arresting Gear?  Yes  No

Planned Media Coverage (check all that apply) \*  
 Television  Radio  Print  None

Is there civilian aviation/aircraft participation planned for the event?  Yes  No

Save & Continue

Save & Exit

Cancel Request

# Aerial Events



# U.S. Air Force Aerial Events



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**U.S. AIR FORCE**

<a href="#">Request Procedure</a>	<a href="#">Event POC</a>	<a href="#">Event &amp; Site Information</a>	<b><a href="#">Type of Aerial Support</a></b>	<a href="#">Event Details</a>	<a href="#">Terms &amp; Conditions</a>
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Print Instructions Request #: 20C2048E505  
\* Denotes Required Fields

### AIRCRAFT AERIAL DISPLAYS

Flyover

Choose all that Apply:  Fixed Wing Jet  Fixed Wing Prop  Helicopter  Any  Other

Static Display

Single Aircraft Demonstration

### OTHER AERIAL DISPLAYS

U.S. Air Force Wings of Blue Parachute Team

Jump Platform for other approved jump teams (i.e. Navy Leap Frogs)

Helicopter Rappelling/Special Patrol, Insertion, and Extraction

### ADDITIONAL

Have you requested support from any other military service?  
If so, please list requested support

List any specific DoD aerial support not listed above

List civilian and military aircraft at last year's event

Explain recruiting involvement in your event including local Armed Forces recruiting POC \*

List all planned military involvement in your event. (speakers, bands, honor guard support, etc) \*

[Save & Continue](#) [Save & Exit](#) [Cancel Request](#)

## Aerial Events



# U.S. Air Force Aerial Events

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[Print Instructions](#)

Request #: 28C3048E505

\* Denotes Required Fields

**U.S. AIR FORCE**

## EVENT DETAILS

Please provide a brief description of the event theme and how military aviation support is an integral part of the event: \*

Chars left: 3881

How many years has this event been held?

What is the Web Site for this event?

What are the charges and fees for the event?

Admission \*

Parking \*

Seating \*

Other \*

Does event raise funds? \*

Yes

No

## EVENT ACCESSIBILITY

Will the event be open to the general public? \*

Yes

No

Is event officially supported by local government? \*

Yes

No

Will you provide a post-event press release? \*

Yes

No

Does sponsoring organization permit membership without regard to race, religion, sex or color? \*

Yes

No

Will all aspects of the event be available to all persons without regard to race, religion, sex or color? \*

Yes

No

[Save & Continue](#)[Save & Exit](#)[Cancel Request](#)

# Aerial Events



Request Procedure	Event POC	Event & Site Information	Type of Aerial Support	Event Details	<b>Terms &amp; Conditions</b>
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[Print Instructions](#)

Request #: 28C2948E505

## TERMS & CONDITIONS

Your request for aviation support requires that you accept the following terms and conditions. If you are unable to accept these terms and conditions, your request for aviation support will be denied. Please contact us if you have any questions regarding these requirements.

**THE SPONSOR AGREES TO:** *(Items A thru H pertain to all aviation requests other than flyovers)*

- 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 demonstration team cost as outlined on page 4, paragraph 6 or 8 of *instructions*, as applicable.
- 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 aerial photograph and airfield diagram upon request.
- i. Provide telephone facilities for necessary official communications at the event site.
- j. Provide local military recruiters, prime on-site recruiting space at no charge. At minimum the space should be 20' x 30' and it should be located on a main, high traffic area.
- k. Display Air Force messaging as they pertain to your event.

**I accept the terms and conditions above**

[Continue](#)

**FINAL INSTRUCTIONS**

Your request for aerial support is almost complete! To complete your submission, the following instructions apply:

1. Print (or save) the completed DD Form 2535 that appears as an Adobe Acrobat PDF file.
2. Review the request form for accuracy. If you need to make any changes, close the Acrobat window, and select the "Review/Change Form" button below. Please note that if you declined any of the terms or conditions, your request may have been modified accordingly.
3. Submit the request electronically using the "Submit Request" button below. You can make no further changes to your request after you submit it.
4. On the printed DD-2535, the agent exercising authority for site use must sign and date Section II - Blocks 3.d and 3.e.
5. The President/Chairman of the sponsoring organization (the Base or Wing Commander if it is a DoD air base) must sign and date section VII - Blocks 25.a and 25.b certifying the information contained on the DD2535 is correct and that he/she accepts the terms and conditions outlined on page three.
6. Fax the the first three pages, with all signature blocks signed, to your local FAA Flight Standards District Office (FSDO). The contact information for the office in your area can be found online at [www.faa.gov/about/office\\_org/field\\_offices/fldo/](http://www.faa.gov/about/office_org/field_offices/fldo/). The FAA will then forward the completed form to DoD. In the event the form is returned to you from the FAA, please fax it to (703) 693-9601. (Not required for static displays only.)
7. You may check the status of your request online at [www.airshows.pa.hq.af.mil](http://www.airshows.pa.hq.af.mil).
8. After you finished reviewing the DD Form 2535, you can return to the Request for Military Aerial Support Home Page by selecting Home at the top of this page. Note: Every time you select Print and Save you will receive an Email that the request has been submitted.

[Print these instructions](#)

[Print DD-2535](#) [Review/Change Form](#) [Submit Request](#)

First print the 2535, then Submit request

Sign form then you may fax the completed form to the FAA.  
Fax #860-654-1009

If you would rather, scan and email this completed form to:

[Edwin.odell@faa.gov](mailto:Edwin.odell@faa.gov)

Subject: Memorial Day Fly Over

Or bring forms to US Flight Standards Office, EA-63 1st Floor Building 85-214. Bradley International Airport Windsor Locks, CT 06096-1009

From route 75 in Windsor Locks, go west on Spring street. FSDO is on corner of Light Lane and Fire House Road.

**IMPORTANT:** After the FAA has signed the form, they will send it back to you. After they send it to you, you must fax it to the Air Force, Fax# 703-693-9601

**MOST IMPORTANT:** Let LtCol LaTona and SMSgt Cloutier know when and where you want your flyover. [kenneth.latona@ang.af.mil](mailto:kenneth.latona@ang.af.mil) , [kelly.cloutier@ang.af.mil](mailto:kelly.cloutier@ang.af.mil) , 860-292-2356