

SMALL UNMANNED AIRCRAFT SYSTEM (sUAS) WAIVER AND AIRSPACE AUTHORIZATION APPLICATION INSTRUCTIONS

Please submit your application as soon as possible prior to your planned operation. The FAA encourages applicants to submit their application at least 90 days prior to the start of the proposed operation. The FAA will strive to complete review and adjudication of waivers and airspace authorizations within 90 days; however, the time required for the FAA to make a determination regarding waiver/airspace authorization requests will vary based on the complexity of the request. The amount of data and analysis required as part of the application will be proportional to the specific relief that is requested.

Applicants requesting a Certificate of Waiver in accordance with 14 CFR section 107.205 or Airspace Authorization in accordance with 14 CFR section 107.41 must complete all items on the form that are marked with an asterisk.

Responsible Person

Name: The responsible person is the official holder of the waiver and/or airspace authorization.

The responsible person:

- Must ensure the operation is conducted safely and with strict observance of the terms and provisions contained in the waiver and/or airspace authorization.
- Should be a person that has ongoing knowledge of the operations of the sUAS under the waiver/airspace authorization.
- Is not required to hold a remote pilot certification.
- May be the representative of an organization. If so, then the name of that organization should be entered in the appropriate space.
- Is responsible for maintaining a list of pilots, as well make/model of aircraft operating under the terms of the waiver and/or airspace authorization.
- Is responsible for maintaining records or other information required to demonstrate compliance with the special provisions in the waiver and/or airspace authorization.

Mailing Address: List the responsible person's permanent mailing address. If the responsible person is the representative of an organization, enter the permanent mailing address of the organization.

- This must not be a post office box.
- This must be a location where certified mail can be received.

Phone: Enter the phone number of the responsible person whom the FAA can contact for additional Waiver/Airspace Authorization information.

Email: Enter the email of the responsible person whom the FAA can contact for additional Waiver/Airspace Authorization information.

Remote Pilot

Name: Enter the name of the remote pilot in command who will operate under the waiver and/or airspace authorization.

- If applying for airspace authorization (107.41), the responsible person is required to maintain a current list of pilots and their remote pilot certificate number used in the waiver holder's operations. This list must be presented for inspection upon request from the FAA.
- If applying for airspace authorization or a waiver of section 107.41, the responsible person must supply ATC with the contact information of at least one person operating in controlled airspace under the airspace authorization/waiver.

Mailing Address: List the remote pilot's permanent mailing address.

- This must not be a post office box.
- This must be a location where certified mail can be received.

Phone Number: Enter remote pilot's phone number.

- For operations in certain controlled airspace, this phone number must be for the person whom ATC can reach while operations are occurring.

Airman Certificate Number: Enter the part 107 remote pilot certificate number.

- Do not enter the part 61 airman certificate. If the remote pilot is the holder of a part 61 airman certificate, enter only the part 107 remote pilot certificate number.
- If the remote pilot in command possesses a temporary certificate, enter "pending."

Small UAS (sUAS)

Make: Enter the sUAS manufacturer.

Model: Enter the sUAS model.

Registration Number: Enter the registration number of the aircraft which will operate under the waiver and/or airspace authorization.

- The sUAS make, model, and registration number are not required for a waiver application. However, the responsible person must maintain a current list of sUAS by registration number(s) used in the waiver holder's operations. This list must be presented for inspection upon request.

Click [Add another sUAS](#) to add additional sUAS.

Waiver / Airspace Authorization

Select Regulation(s) and/or Authorization: You must select at least one regulation subject to waiver or airspace authorization. Section 107.41 is subject to ATC authorization. If you can comply with all of part 107 (without needing a waiver), but need to operate within certain controlled airspace (Class B, C, D, or E surface area), then only request airspace authorization, per section 107.41.

Local Start Date/Time: Select a date/time operations are scheduled to begin.

Local End Date/Time: Select a date/time operations are scheduled to end.

- The FAA requests that applications are submitted as soon as possible (at least 90 days) prior to the start of the planned operation.
- If multiple flight operations are scheduled to occur over a period of dates/times, then enter the date/time of the first operation and date/time of the last operation.
- Waivers may be approved for a period of up to four (4) years.

Time Zone: Select the appropriate local time zone of planned operations.

Proposed Area of Operation: Provide a detailed description of the proposed geographic area of operations. Describe boundaries using street address, or easily identifiable landmarks. Include distance and direction from the nearest public airport. If the request is site-specific, provide the center point of proposed operation in the Latitude and Longitude blocks.

Maximum Altitude: Provide the maximum altitude the operation will be conducted in feet above ground level (AGL).

Latitude and Longitude: The precise latitude and longitude is required for airspace authorizations in accordance with section 107.41.

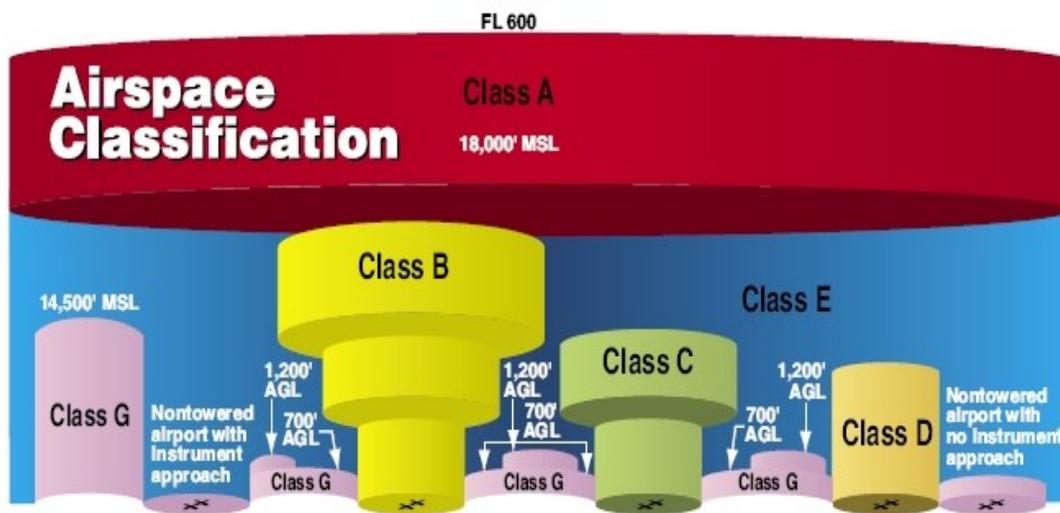
For airspace authorizations in accordance with section 107.41, the following information is required:

Radius: The distance from the latitude/longitude point in nautical miles.

Nearest Airport: Enter the International Civil Aviation Organization (ICAO) airport code of the nearest airport. This is a four character alphanumeric code. In the continental United States, most airport codes have a “K” prefix, followed by three characters. Airports with a four character code do not require a “K” prefix.

<https://nfdc.faa.gov/nfdcApps/services/publicData/lidEncodesDecodes.jsp>

Class of Airspace: Any operation conducted in Class B, C, D or E surface areas requires a waiver or airspace authorization under 107.41.



Description of your proposed operations: In accordance with section 107.200, provide a complete description of the proposed operation and justification that establishes how the operation can safely be conducted under the terms of a certificate of waiver. Include as much detail as required to describe the proposed operation. Include the purpose of the operation and method by which the proposed operation can be safely conducted. Information should identify potential hazards and risks of waived operation, including risk-mitigation strategies, and characteristics of the sUAS.

- Refer to the waiver performance standards. Address each standard and how you propose to mitigate risks associated with the hazards utilizing operating limitations, technology, training, equipment, personnel, sterile areas, etc.

- The FAA may contact you to request additional information, such as information concerning the equipage on your sUAS and/or details concerning the location of your operation. Any documents you submit to the FAA may be disclosed, in accordance with the [FAA's System of Records Notice under the Privacy Act](#), which applies to the data you submit on this form. For additional records you submit upon request: if you believe the records contain commercially valuable information that should not be disclosed to the public, please include annotations on each page and/or electronic file. The FAA will evaluate such records and may not disclose them if they are exempt from public disclosure under 5 U.S.C. § 552(b).

Other Certificates of Waiver/Airspace Authorization

Answer the listed questions. If you answer 'yes' to any of the questions, utilize the 'Description of your proposed operation' box to provide additional detail to the FAA and provide the waiver number or tracking number.

Applicants requesting a Certificate of Waiver or Authorization may continue to utilize [FAA Form 7711-2, "Application for Certificate of Waiver or Authorization"](#) to submit a request for waiver or authorization. However, submission of the paper copy of FAA Form 7711-2 may result in a delay in processing your request.

Tips for a Successful Waiver Request

- Only select the Part 107 Regulations that need to be waived in order to perform the purposed operation.
- Fully describe proposed mitigations to meet the performance standards for conducting the purposed operation safely.
- Be prompt in responding to the FAA when inquired for additional information. Delays in responding to inquires could cause delays in processing your request. No response after 30 days will cause your request to be withdrawn.