January 2015

Dear Airport Official:

The Federal Aviation Administration has arranged for its annual cargo data collection and processing to be conducted by Booz Allen Hamilton, Inc. Calendar Year (CY) 2014 all-cargo data, which is due by March 13, 2015, will be used to determine the allocation of Fiscal Year (FY) 2016 Airport Improvement Program (AIP) cargo entitlement funds.

Please note that all-cargo reporting is limited to aircraft operations dedicated to the exclusive transportation of cargo. By submitting data (paper or electronic) you are certifying, under penalty of perjury, that the information provided is true, correct and complete to the best of your knowledge, information and belief. The four items listed below are enclosed for your use in compiling and reporting data:

- Enclosure 1 – requirements for submission (deadline, address, formats)
- Enclosure 2 – maximum landed weight by aircraft model
- Enclosure 3 – cargo carriers and codes
- Enclosure 4 – table and columnar templates for reporting

We encourage you to report your all-cargo data electronically. All of the enclosures are posted online at: http://www.faa.gov/airports/planning_capacity/passenger_allcargo_stats/reporting/

If you have any questions please call Ms. Sharon Glasgow at (202) 267-8739 or e-mail her at sharon.glasgow@faa.gov.

Sincerely,

Elliott Black
Director
Office of Airport Planning and Programming

Enclosures