

Special Flight Permits

Philadelphia Flight Standards District Office, AFG-PHL-FSDO-17

Last Updated 01-29-2020

A Special Flight Permit (SFP), commonly referred to as a *Ferry Permit*, may be issued to any U.S. registered aircraft that may not currently meet applicable Airworthiness Requirements but is capable of safe flight.

The SFP will be issued by the FSDO geographically responsible for the area in which the flight is to originate.

Designated Airworthiness Representatives (DAR's) are authorized to issue Special Flight Permits. To find and select a DAR, go to the Designee Management site at <https://designee.faa.gov/#/login>

- Note:** 1.) A Special Flight Permit is not an authorization to deviate from the requirements of 14 CFR Part 91.
- 2.) Special Flight Permits will be issued by the FSDO/IFO having jurisdiction over the geographical area in which the flight is to originate, this **does not apply to 121 or 135 certificate holders.**
- 3.) If an AD requires compliance before further flight and does not have a provision for issuance of a Special Flight Permits, the operation of the aircraft to which it applies would not be appropriate, and a Special Flight Permit will **not** be issued.

The following is not all inclusive (refer to 14 CFR [Part 21.197](#)), but lists the most common request for Special Flight Permits.

- 1.) Flying the aircraft to a base where repairs, alterations, or maintenance are to be performed, or to a point of storage.
- 2.) Flying an aircraft whose annual inspection has expired to a base where an annual inspection can be accomplished.
- 3.) Flying an amateur built aircraft whose condition inspection has expired to a base where the condition inspection can be accomplished.
- 4.) Delivering or exporting the aircraft.
- 5.) Production flight testing of new production aircraft.
- 6.) Evacuating aircraft from areas of impending danger.

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- 7.) Conducting customer demonstration flights in a new production aircraft that have satisfactory completed production flight tests.
- 8.) To authorize the operation of an aircraft at a weight in excess of its maximum certificated takeoff weight.

The FAA may issue an applicant an airworthiness certificate when:

1. Registered owner or operator/agent [registers](#) aircraft,
2. Applicant submits application to the [local FAA servicing office](#), and
3. FAA determines the aircraft is eligible and in a [condition for safe operation](#)

Applications for an airworthiness certificate can be submitted as follows:

Online via the [Airworthiness Certification \(AWC\) tool](#)

- o [AWC – Airworthiness Certification online application overview and quick start guide](#) (PDF) (*Use for initial registration*)

NOTE: AWC tool use will be required starting 3/31/2020

**Follow the steps on the remaining pages
to complete the online AWC
Application...**

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On-Line Application, AWC Applicant Portal

Step 1: Access the Portal Link shown below:

<https://awc.faa.gov/AWCExternalApplicant/>

Airworthiness Certification (AWC) - Applicant Portal

AWC External

Warning -- Warning -- Warning
Only Authorized Users May Use This System

System Use Notice

You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By using this information system, you understand and consent to the following:

- You have no reasonable expectation of privacy regarding communications or data transiting or stored on this information system.
- At any time, and for any lawful government purpose, the Government may monitor, intercept, and search any communication or data transiting or stored on this information system.
- Any communications or data transiting or stored on this information system may be disclosed or used for any lawful government purpose.

For Official Use Only. Public availability to be determined under 5 U.S.C. 552

Step 2: Log In to the Portal Link:

Airworthiness Certification (AWC) - Applicant Portal

Login

*User Name (or email):

*Password:

Show Password

Links

- [New User Sign-Up](#)
- [Forgot Password](#)
- [System Requirements](#)

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Step 3: Create Special Flight Permit:

Airworthiness Certification

My AWC Search Reports My Profile

CREATE APPLICATION


- ▶ New Application
- ▶ Replacement Certificate
- ▶ Amended Certificate
- ▶ Exchange Certificate
- ▶ Special Flight Permit 
- ▶ Special Flight Authorization - New
- ▶ SFA-Update Blanket Authorization
- ▶ Multiple Certificates

Step 4: Answer SFP Question

Airworthiness Certification (AWC) - Applicant Portal

My AWC Search Reports My Profile

([SFP Questionnaire](#))

Production Flight Test and/or Customer Demonstration Flight: Yes No 

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Step 5: Select Aircraft Description and insert Registration Number in Drop down and required data should populate- Correct if required.







Aircraft Info	Certificate Requested	Flight Info
✓ SFP Questionnaire ✓ Aircraft Description ✗ Aircraft Location	✗ Certificate Requested	✗ Flight Desc/Crew ✗ Applicability/Restrictions

SFP Aircraft Description

Please contact the FAA Aircraft Registry to correct any errors in aircraft-related data.

*Registration Mark:	N 781SW	▼
*Aircraft Make:	PIPER	
*Aircraft Model:	PA-28-180	
*Serial Number:	28-4958	

SFP Owner Information

*Name:	Thomas, Pilot, E.	
*Address (1):	123 Mockingbird Lane	
Address (2):		
*City:	MILLSTONE TOWNSHIP	
*State:	New Jersey	
*Zip Code:	08535 - 9421	
*Country:	United States	

Save Save & Next Reset

Step 6: Complete all information in categories with RED X next to them, each has a list of questions

Note: All required information is self-explanatory and may take some research to acquire.

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Step 7: Select Aircraft Location and fill out the information

✓ Aircraft Info ✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	! Certificate Requested ✗ Certificate Requested	! Flight Info ✗ Flight Desco/Crew ✗ Applicability/Restrictions
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Aircraft Location

Facility Name:

Nearest Airport Name:

*Address(1):

Address(2):

*City:

*State:

*Zip Code: -

*Country:

Facility POC:

POC Phone Number: ext

Directions:
(if needed)

Step 8: Under “Certificate Requested”, Choose Special Flight Permit Operations and select type of operation from the Drop-down menu:

✓ Aircraft Info ✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested ✓ Certificate Requested	! Flight Info ✗ Flight Desco/Crew ✗ Applicability/Restrictions	! Designee Document ✗ Designee/C
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SFP Airworthiness Certificate

*Special Flight Permit Operations: X ▼

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Step 9: Select the Flight Destination and Crew Requirements and completed the required information:

✓ Aircraft Info ✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested ✓ Certificate Requested	> Flight Info ✓ Flight Desc/Crew ✗ Applicability/Restrictions
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Flight Description

*From: PHL

*To: ILG

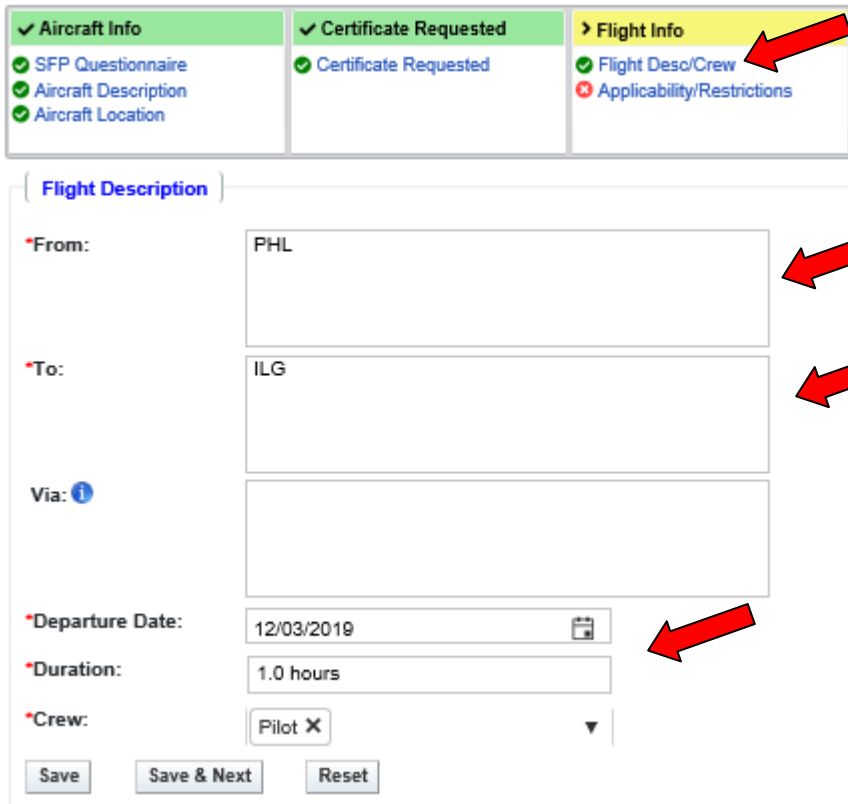
Via: ⓘ

*Departure Date: 12/03/2019

*Duration: 1.0 hours

*Crew: Pilot X

Save Save & Next Reset



Step 10: Document Airworthiness Issues and Restriction during flight (if any):

✓ Aircraft Info ✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested ✓ Certificate Requested	✓ Flight Info ✓ Flight Desc/Crew ✓ Applicability/Restrictions
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SFP Applicability and Restrictions

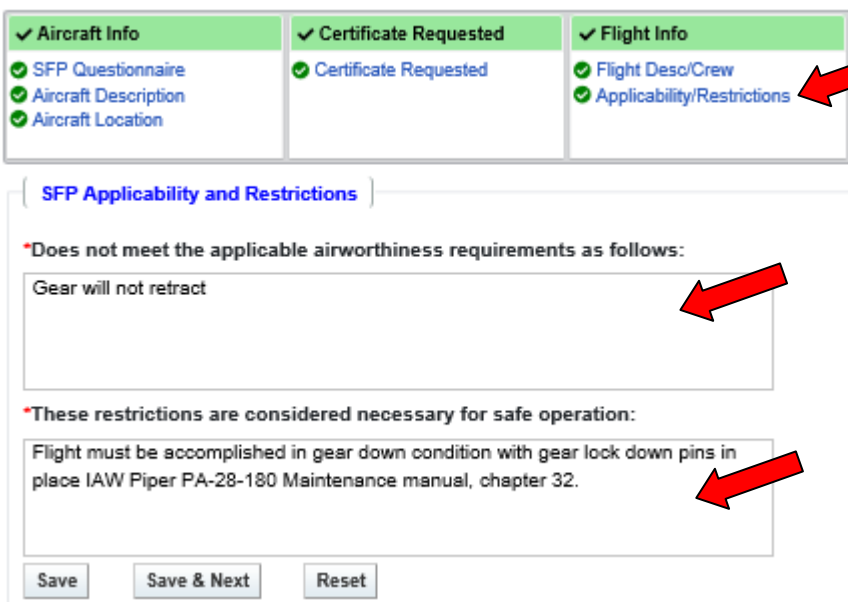
*Does not meet the applicable airworthiness requirements as follows:

Gear will not retract

*These restrictions are considered necessary for safe operation:

Flight must be accomplished in gear down condition with gear lock down pins in place IAW Piper PA-28-180 Maintenance manual, chapter 32.

Save Save & Next Reset



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Step 11: Select the Designee that you wish to complete the task or select none and one will be assigned:

✓ Aircraft Info ✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested ✓ Certificate Requested	✓ Flight Info ✓ Flight Desc/Crew ✓ Applicability/Restrictions	✓ Designee Document ✓ Designee/ODA	! Review/Approval ✗ Certification ✗ Review Change Status
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Designee/ODA

[Export To Excel](#) [Export to PDF](#)

Drag a column header and drop it here to group by that column

Full Name	Designee Number	Designee Type	Status	Action
Scott E Coyne	620391680	DAR-F	Selected	

Page 1 of 1 10 items per page 1 - 1 of 1 items

*Are you requesting a: Designee ODA None

Note: This is a request and will be taken under consideration by the FAA. Circumstances may require the FAA to assign your application to another Designee or an FAA ASI.

Search for a designee using at least one of the following search criteria.

Designee Type:

Designee First Name:

Designee Last Name:

Designee Number:

Step 12: Attached Documents as required

✓ Aircraft Info ✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested ✓ Certificate Requested	✓ Flight Info ✓ Flight Desc/Crew ✓ Applicability/Restrictions	✓ Designee Document ✓ Designee/ODA	! Review/Approval ✗ Certification ✗ Review Change Status
---	--	---	--	---

Project Documents

Please consult 8130.2 to confirm which documents are required for this application type.

*Document Type:

*Attach File:

Select files... Done

190329093617_0001.pdf 22.36 KB

Note: Maximum allowed file size is 60 MB.

[Export To Excel](#) [Export to PDF](#)

Drag a column header and drop it here to group by that column

Document Type	Attachment	Action
FAA Form 8130-8: Unsigned		

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Step 13: Add Applicant Information, Owner or Agent, Date and Name:

✓ Aircraft Info ✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested ✓ Certificate Requested	✓ Flight Info ✓ Flight Desco/Crew ✓ Applicability/Restrictions	✓ Designee Document ✓ Designee/ODA	Review/Approval ✓ Certification ✗ Review Change Status
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Applicant Certification

*Application Date: 12/03/2019

*First Name: Joe

Middle Name:

*Last Name: Repair

*Title: Agent

Save Save & Next Reset



NOTES: All Categories must have Green prior to submitting the application

Once all categories are Green, data must be reviewed carefully prior to submitting.

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Step 14: Select Review and carefully review your application.

Once you are satisfied with your information,

- Check the box that you have reviewed the application,
- Sign and submit the application.

✓ Aircraft Info	✓ Certificate Requested	✓ Flight Info	✓ Designee	➤ Review/Approval
✓ SFP Questionnaire ✓ Aircraft Description ✓ Aircraft Location	✓ Certificate Requested	✓ Flight Desc/Crew ✓ Applicability/Restrictions	Document ✓ Designee/ODA	✓ Certification ⊗ Review Change Status

Expand All

- SFP Questionnaire

Production Flight Test and/or Customer Demonstration Flight: No

+ Certificate Requested

+ Aircraft Location

+ Special Flight Purpose

+ Documents

+ Designee/ODA

+ SFP Certification

Office Information

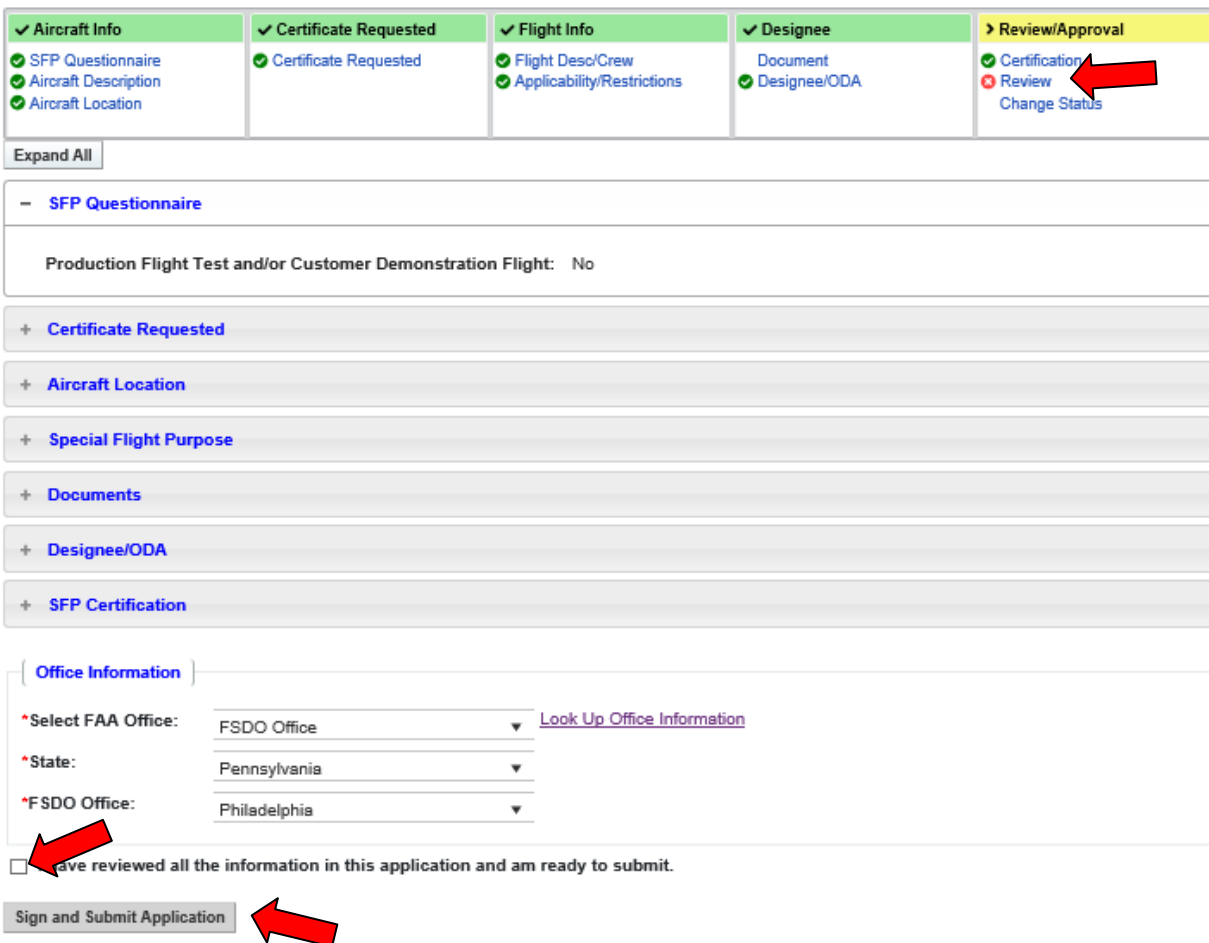
*Select FAA Office: FSDO Office [Look Up Office Information](#)

*State: Pennsylvania

*FSDO Office: Philadelphia

I have reviewed all the information in this application and am ready to submit.

Sign and Submit Application



ONCE AGAIN: All Categories must have Green prior to submitting the application

Once all categories are Green, data must be reviewed carefully prior to submitting.

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FINAL NOTES

The Administrator may require the applicant to make appropriate inspections or tests necessary for safety.

This means an FAA certificated Airframe and Power Mechanic or Part 145 Repair Station will need to inspect the aircraft prior to flight.

At the request of the applicant, the Ferry Permit may be transmitted via FAX.

IMPORTANT: The aircraft operator must display, in the aircraft, the current Airworthiness Certificate and the Special Flight (Ferry) Permit along with its operating limitations.

For additional information, please refer to 14 CFR [Part 21.197](#) or contact your local FSDO.

SFPs (Ferry Permits) for purposes other than production flight testing and customer demonstration flights **will be issued by the FSDO geographically responsible for the area in which the flight is to originate.**

If you reside in the Philadelphia District Office area, call the Philadelphia Flight Standards District Office at 610-595-2440.

Reference: FAA Order 8130.2, as revised, Special Flight Permit chapter.