



U.S. Department
of Transportation
**Federal Aviation
Administration**

Aviation Safety

17777 North Perimeter Drive
Scottsdale, Arizona 85255
Phone: 480-284-4450
Fax: 480-272-7726

Date: 11/19/2020

Dear IA Holder:

This is to notify you that the Scottsdale Flight Standards District Office will not be able to support the 2021 Maintenance Symposium typically held in March of each year at the Chandler-Gilbert Community College located at the Phoenix-Mesa Gateway Airport in Mesa, Arizona. Based on the current COVID-19 public health emergency and CDC Guidelines, the FSDO management team believes it is best to not move forward with this event due to the unfortunate circumstances surrounding the current pandemic.

Additionally, we have been notified by the Community College (which has graciously provided the venue for this event) that they have placed restrictions on large gatherings until further notice.

Because of such, all IA renewals will be by US mail this renewal year. Please ensure that your renewal application package meets the requirements of 14 CFR, Part 65.91(c) (1) through (4). The documentation required for your IA renewal application is as follows:

1. Two completed and signed originals of FAA Form 8610-1, Mechanic's Application for Inspection Authorization-Privacy Act.
2. A completed and signed acknowledgement that you were issued the Pilot's Bill of Rights (PBR). (enclosed)
3. Your FAA Form 8310-5 (IA Card).
4. If you are renewing based on activity, submit your activity sheet or logs (copies only please).
 - a) Four annuals per year or,
 - b) Eight major repairs or alterations per year or,
 - c) Supervised or performed one progressive inspection per year
5. If you are renewing through training activity, submit copies of your training certificates. Acceptable training is eight hours per year of:
 - a) FAA approved IA specific courses or seminars
 - b) Courses taken on FAASafety.gov's AMT Course page
 - c) Manufacturer's provided training (certificate with hours of instruction, date, and manufacturer's name required)
6. You may use the requirements of item 4 to fulfill one year and use the requirements of 5 to fulfill the other year.

If you previously renewed your IA based on training provided by the annual Maintenance Symposium, you can get eight hours of free training at FAASafety.gov as indicated in item 5. b) above. You must have an account on FAASafety.gov in order to get credit for the training. Simply go to FAASafety.gov, select "Create an Account" and enter the applicable information. You can begin using the website immediately. If you currently have an account, but have forgotten your email or password, contact Mr. Ernie Copeland, FAA Safety Team Program Manager at 480-284-7438 or ernest.r.copeland@faa.gov and he can look up your account email or reset your password.

You may mail your renewal application package to the Scottsdale FSDO any time after February 28, 2021. Please ensure you reference the instructions on page 3 of the FAA Form 8610-1 to ensure accuracy of your application. Errors will result in delayed processing of your renewal application package.

The FSDO team is very sorry about any inconvenience this may have on your renewal and know we are exploring all avenues to make this as seamless as possible. If you have questions or comments, please contact your assigned aviation safety inspector directly, or call the Scottsdale FSDO main number 480-284-4450.

Sincerely,

JOHN J HILES Digitally signed by JOHN J HILES
Date: 2020.11.19 10:28:37 -07'00'

John "Jay" Hiles
Scottsdale FSDO Office Manager

Enclosures (2): Pilot's Bill of Rights, Acknowledgment of Receipt of the Pilot's Bill of Rights