



**New York Airports District Office
Information Bulletin
Federal Aviation Administration
Eastern Region
New York Airports District Office
1 Aviation Plaza
Jamaica, NY 11434**

Subject: FAA CATS Financial Reporting

Issue Date: Nov. 15, 2016

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Action Required: Contact the NYADO for additional guidance

Attachments: NYADO CATS Financial Reporting Notice to File

**Federal Aviation
Administration**



**New York Airports District Office
1 Aviation Plaza, Room 111
Jamaica, New York 11434
Telephone: 718-995-5770
Fax: 718-995-5790**

Re: CATS Financial Reporting Notice

Dear Airport Sponsor,

The purpose of this communication is to inform you of your responsibility to file financial information to the Federal Aviation Administration, as required by section Title 49 U.S.C. § 47107(a) (15) and (19) and Airport Improvement Program Grant Assurance 26.

Section 111 (a) of the FAA Authorization Act of 1994, requires federally obligated airport sponsors to report payments their airports have made to other units of government and the purpose of those payments. This section also requires sponsors to report all services and property their airports have provided to other units of government and the amount of compensation received. FAA Form 5100-126, Financial Governmental Payment Report, provides sponsors with the format for reporting the amounts their airports paid to governmental units and all services and property provided to such units.

Section 111(b) of the FAA Authorization Act of 1994 requires sponsors to report funds collected and spent at their airports. FAA Form 5100-127, Operating and Financial Summary provide sponsors with the format for reporting the collection and disbursement of airport funds.

In order to meet these requirements, forms 5100-126/127 must be filed online within 120 calendar days of the end of your Fiscal Year; failure to file the required reports in a timely manner will result in the immediate withholding of discretionary grant awards. Consequently, if you will be unable to file the required financial reports by the aforementioned due date, you **must** request an extension of the filing requirement before the due date of the reports.

All extension requests should be mailed to:

FAA Washington Headquarters (ACO-100)
Attn: Airport Financial Report Extensions
800 Independence Avenue, S.W.
Washington, D.C. 20591

You may also send it electronically to: david.duchow@faa.gov, with an explanation as to why the financial reports cannot be submitted by the due date. The Washington Headquarters Compliance Division will consider and reply to all requests for extensions.

Please visit the FAA Airport Financial Reporting Web Site (CATS) <http://cats.airports.faa.gov/> for instructions and electronic submissions of these forms.

Should you have any questions, please contact the New York Airports District Office,

Thank you.