



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

Office of Airport Planning  
and Programming

800 Independence Avenue, SW.  
Washington, DC 20591

January 2009

Dear Airport Official:

The Federal Aviation Administration has arranged for its annual cargo data collection and processing to be conducted by L-3 Communications, Inc. Calendar year 2008 all-cargo data, which is due by March 15, 2009, will be used to determine the allocation of fiscal year 2010 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 - airport location identifiers for airports reporting cargo data.

If you are not already doing so, we encourage you to report your all-cargo data electronically. Enclosure 1 contains further guidance on electronic reporting. All of the enclosures, along with a downloadable Excel template, are posted online at:

[http://www.faa.gov/airports\\_airtraffic/airports/planning\\_capacity/passenger\\_allcargo\\_stats/reporting/](http://www.faa.gov/airports_airtraffic/airports/planning_capacity/passenger_allcargo_stats/reporting/)

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

Sincerely,

Benito DeLeon  
Director, Office of Airport  
Planning and Programming

Enclosures